

**Primary Achievement Team  
Herts for Learning**

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Dear Headteacher

Re: Champions for Excellence – ‘Making Leadership Count’

We are pleased to invite you to join the next in our suite of Herts for Learning (HfL) leadership projects. Our 2018 project ‘Champions for Excellence – Making Leadership Count’ is being specifically designed to meet the needs of headteachers who want to improve a particular aspect of their school’s performance and need insight as to how to get to the heart of the matter. The project will span three terms – spring, summer and autumn 2018.

The aim of the project is to support headteachers, the senior leadership team and the governors to identify an aspect of their own school’s performance to improve.

The objectives of the project are:

- To deepen delegates’ understanding of school improvement
- To explore some of the key factors that contribute to outstanding school performance

As with all our leadership projects, there is a delivery team of advisers who will work with you throughout the project. The project lead is Sarah Hinchliffe, Deputy Team Leader for Primary Achievement.

Each term there will be a central training day, at a central venue to be confirmed, where you will hear from a range of presenters about outstanding leadership in its various forms with the opportunity for you, your chair of governors (or a representative governor) and a senior leader to reflect on your current school practice. The following week, you will be offered a half day consultancy visit with one of the delivery team at your school. We follow a client-based consultancy model. Your consultant will have no prior knowledge of the school and so will come to you as a fresh pair of eyes. One of the core tenets of this project is that you will determine the focus of the work you do in your school within the project and your consultant will support you to surface the key issues and solutions. The project is yours and you set the agenda for your consultancy.

One of the schools involved this year had the following to say about the consultancy session: ‘The session freed us up to discuss things in an open and honest way. We felt we could say things that popped into our head and it might be relevant or not, but that didn’t matter. We were not as distracted or off task as we might have been without the consultant’s presence. It had made us prioritise this time and we had thrashed out a process and options for going forwards. The consultant listening and asking questions had made us challenge our own thinking and the systems in place.’

We invite you to bring along your Chair of Governors (or a governor representing the Chair) and a member of your SLT to the training day and then they will also be part of the consultancy visit in the school the following week. The dates for the project have been set and they are:

	<b>Training day 08.45 – 16.00</b>	<b>Consultancy half day visit in your school</b>
Spring term	Tuesday 23 January 2018	From week beginning 29 January 2018
Summer term	Wednesday 09 May 2018	From week beginning 14 May 2018
Autumn term	Thursday 27 September 2018	From week beginning 1 October 2018

We will be limiting the number of schools taking part in the project and places will be allocated on a first-come, first-served basis. With that in mind we ask that, should you wish to participate, you return the attached booking form by Monday 18<sup>th</sup> December 2017 or book online using course code 17MAN/100P.

The total cost of the project is £1995. This cost will be split over two financial years. The first payment, to be made at the start of the spring term 2018 will be £665; the second payment, to be made at the start of the summer term 2018, will be £1330.

In the meantime, should you require any clarification or further information, please do not hesitate to get in touch. Contact details are at the head of this letter.

We look forward to hearing from you.

Sarah Hinchliffe  
Deputy Team Leader for Primary Achievement