



PRIMARY AUTUMN 2017



TRAINING PROGRAMME



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Welcome



I am delighted to present the autumn term 2017 training brochure from Herts for Learning.

At Herts for Learning, we like to ensure we have a good understanding of both local and national issues, that schools and educational settings are facing in a rapidly and constantly changing landscape. We are keen to tailor our programmes to enable you to work in these challenging times, whatever your role or position, whether in a small provincial school, or within a large multi-academy trust.

We know that paying attention to the professional development of staff has a significant impact on wellbeing, motivation and improved outcomes for children and young people. Whether you are an experienced teacher looking for new ideas to use in the classroom, or a newly qualified teacher wishing to explore new teaching techniques, Herts for Learning offers a range of training courses and development programmes to support you on your individual journey.

All of our programmes are delivered by experienced and expert educationalists, who are known both locally and nationally. Throughout the autumn term, we will bring many courses whereby pupil premium funding can be used. To identify these courses, simply use the drop-down box on the booking system selecting the theme 'Diminishing the Difference'.

We take your feedback seriously and your customer satisfaction is important to us. Therefore, if you feel we need to improve in any way, or there is an area that you feel is going really well for your school, we would be pleased to hear from you. Also, if you have specific requirements that you do not see in this brochure, then please contact me to discuss bespoke training, consultancy or advice.

Please contact me with your suggestions on **01438 843765** or email me at **sarah.phillipson@hertsforlearning.co.uk** so that we can continue to work together for the benefit of children and young people.

A handwritten signature in black ink, appearing to be 'S. Phillipson'.

Sarah Phillipson
Training and Events Manager

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Your pathway to professional development

Herts for Learning (HfL) is proud to present a range of training courses to schools and academies.

The training programme offers:

- a single brochure that covers the training needs of all school staff, including support staff
- a consistent, online booking process for all courses, regardless of where the event is being held
- course specific contact details; enabling you to reach the training support assistant of your chosen course to ask questions or amend your booking
- the ability to search online by term, phase, subject, theme or role within the school
- access to the Herts for Learning website (hertsforlearning.co.uk), which is a sister site to The Hertfordshire Grid for Learning. This has information on courses, trainers and up to date news about education in Hertfordshire and beyond

How to book

- All of our training courses should be booked online at www.hertsforlearning.co.uk/booking
- In the 'quick search' field enter the course code and press 'find'
- Once you're satisfied that you have found the right course, select 'book'
- To proceed with the booking you will require your school number and a PIN, which your headteacher will have
- If you experience any difficulty with the online booking process, please contact the Training Support Assistant of your chosen course

How to print and re-print your parking permit

If the course you have booked on is being held at Hertfordshire Development Centre at Robertson House, you will require a parking permit in order to use the delegate car park. When you book online you will automatically be emailed a booking confirmation and parking permit. However, if you lose the email or permit you can access a copy via the online booking screens as follows:

- login to your customer account using the PIN for your school
- select 'current bookings'
- select your name from the drop down list for your school / academy
- find the course that you need the parking permit for and select 'show' and your parking permit will be displayed on the screen for you to print

Quality assurance

The HfL training programme is designed to meet the latest standards set out by the DfE which states:

- trainers will be experts in their field
- research evidence, HMI and Ofsted findings will be incorporated in the programme
- training will include examples of identified best practice
- the range of delegates' knowledge and experiences will be reflected in course delivery
- a range of learning styles will be accommodated
- high quality training venues, accommodation and resources will be utilised

If for any reason you experience a problem regarding the quality or standard of the training provided by HfL, please contact **Sarah Phillipson, Training and Events Manager** by email sarah.phillipson@hertsforlearning.co.uk

Services to schools 2017–2018

Herts for Learning (HfL) provides a wide and diverse range of flexible and bespoke school improvement services to help raise achievement and improve the quality of teaching in schools and academies.

These include:

- School improvement advice and consultancy
- Training and development programmes
- Hertfordshire school Improvement Partner (HIP) programme
- Hertfordshire Internet and Connectivity Services (HICS)
- HR Services
- Governance Services
- ICT Services
- Financial Services
- School recruitment
- Parent2Parent®
- Coaching Services
- Primary PA Plus
- Business Management Services

And support for:

- leadership and headteacher development
- teaching and learning
- curriculum
- assessment
- BME achievement
- SEND / most able pupils
- health and wellbeing
- computing
- early years
- NQTs

For further information on these services, please visit hertsforlearning.co.uk or email info@hertsforlearning.co.uk

Training programme

Each term HfL publishes an extensive programme of training courses for school staff. The training programme is designed to support school staff at all levels of their career, to enhance and broaden their professional knowledge, skills and expertise, whilst also improving pupils' learning experience and achievements. We draw on the expertise and best practice from within our schools to ensure that our training is relevant and has impact. Our training programme is designed to support individuals' needs and improve professional practice including:

- learning new pedagogies, skills, strategies and techniques
- developing subject knowledge
- preparing and training for a new role or career development
- learning and understanding new technologies
- exploring lines of enquiry, problem-solving, innovating and developing new approaches

To view our full programme and book, please visit hertsforlearning.co.uk/booking

For further information, please email training@hertsforlearning.co.uk

Conferences and events

HfL coordinates an extensive programme of conferences and events for headteachers, other senior leaders, middle leaders, teachers, teaching assistants, support staff and governors. Our conferences provide high quality content and speakers of national repute to enable delegates to learn about, debate and reflect upon important issues of the day.

To view our current conferences and events, please visit hertsforlearning.co.uk/latest-events

For further information, please email events@hertsforlearning.co.uk

Training price list 2017–2018

Duration	HfL shareholder schools	Non HfL shareholder schools
Full-day courses		
1 day	£150	£170
2 days	£275	£310
3 days	£380	£420
Half-day courses		
1 half-day	£75	£85
2 half-days	£140	£155
3 half-days	£190	£210
Twilight courses		
1 session	£50	£55
2 sessions	£90	£100
3 sessions	£125	£140
ICT courses		
1 day	£205	£230
Half-day	£105	£115
Twilight	£70	£80



In-school training price list 2017–2018

	Minimum cost for up to 20 staff from single or multiple schools		
	Twilight (2 hours)	Half-day (3 hours)	Full-day (6 hours)
HfL shareholder schools	£315	£470	£935
Non-HfL shareholder schools	£355	£535	£1,070

	Prices per additional delegate over and above 20 staff from single or multiple schools. (numbers capped at 40 staff)		
	Twilight (2 hours)	Half-day (3 hours)	Full-day (6 hours)
HfL shareholder schools	£17 per delegate	£25 per delegate	£50 per delegate
Non-HfL shareholder schools	£20 per delegate	£30 per delegate	£55 per delegate

Requests for delivery to more than 40 members of staff should be treated as bespoke requests. Please contact the appropriate team to agree the price prior to the training being delivered.

For most in-school training hard copies of handouts will be printed and provided by the trainer/HfL. Where there are large numbers of additional handouts, schools will have the option of being sent electronic copies that they can print out themselves or alternatively the trainer/HfL can provide a quote for printing and providing hard copies.

All training prices quoted in this brochure are excluding VAT.

Travel expenses may be added depending on location.

Analysing your data for deputy headteachers and senior leaders

This course will give senior leaders an overview of the key data analysis tools. The course will focus on using the Hertfordshire assessment profile, the data in the new Analyse School Performance tool and Fisher Family Trust (FFT) data to analyse end of key stage results and inform school improvement priorities and self-evaluation. The tracking of pupil progress throughout the key stages will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a username and password for Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

By attending the course participants will:

- understand the core subject data presented in the Hertfordshire assessment profile and in Analyse School Performance
- understand how to analyse the data to identify key strengths and weaknesses
- be aware of the key features of the FFT data
- have the opportunity to spend time analysing their data supported by an adviser

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Senior Leaders, Deputy/Asst Headteachers

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 4 December 2017	9:30am-4:00pm	17ASS/059P

Analysing your data for English and maths subject leaders

This course will give English and maths subject leaders an introduction to (or reminder of) the key tools for analysing pupil performance at the end of the key stages. The main focus will be on using the Hertfordshire assessment profile and the data in the new Analyse School Performance tool, although the use of Fischer Family Trust (FFT) data and the tracking of pupil progress will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

By attending the course participants will:

- understand the core subject data presented in the Hertfordshire assessment profile, Analyse School Performance and FFT
- understand how to analyse the data to identify key strengths and weaknesses
- have the opportunity to spend time analysing their data supported by advisers

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 11 December 2017	9:30am-4:00pm	17ASS/069P

Assessing and securing greater depth in Year 6 writing

This full-day course, delivered jointly by the English and Assessment Teams, will focus on what 'working at great depth' in Year 6 could look like for writing in the Year 6 classroom. Using the few statements from the Interim Teacher Assessment Framework in conjunction with the published writing exemplar, we will explore each statement in turn and provide detailed guidance on the sorts of evidence that would support a judgement at this standard. A range of teaching approaches, writing opportunities and suitable texts to support pupils in achieving the greater depth measure will be shared. Developing pupils as confident, mature writers - both in technical and authorial terms - will underpin the course content.

By attending the course participants will:

- gain confidence assessing writing at 'greater depth' - knowing what it is, and what it isn't
- discuss examples of work from pupils who might be considered working at greater depth in Year 6 in writing, exploring what makes good writing evidence
- consider how to use the remaining time available to both secure the learning required and help pupils to demonstrate it in their work
- explore writing opportunities and texts that are well-placed to provide good evidence to demonstrate pupils' learning

Delivered by

Martin Galway and
Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 8 November 2017	9:00am-4:00pm	17ENG/045P

Assessment tools for SENCOs

This one-day course will explore the range of assessment tools that are available for all SENCOs to use in schools. These tools will help delegates with the 'assess, plan, do, review' cycle, adding depth to the range of other information already gathered through normal school systems and, of course, discussions with pupils and their families. This additional information will help delegates in the planning stage to support and develop those areas of need and overcome barriers to learning.

By attending the course participants will:

- consider responses to information provided through the use of these assessments
- become familiar with a range of tools available for use in schools
- consider when these tools could be used

Delivered by

Angela Scott



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCos

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:30am-12:30pm	17SEN/026A

Assessment update briefing

As the Autumn term 2017 gets underway, there will be many areas in the assessment world where we need to bring colleagues up to date with the latest developments. These morning sessions will incorporate all the essential information for headteachers and assessment leaders in primary schools, including:

- key messages and reflections on 2017 results (KS2, KS1 and EYFS) and any implications on our view of standards and progress
- the latest news in what we know about the DfE replacement on RAISE online
- the latest thinking in the 'best fit' debate
- latest developments in approaches to tracking pupil progress across the curriculum, including in foundation subjects
- any other national or local updates

The sessions will also include opportunities for discussion and to put the questions to the HfL lead assessment adviser.

By attending the course participants will:

- be updated on all the latest national developments in assessment
- be updated on developments locally
- have an opportunity to discuss and raise questions

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Headteachers, Senior Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 15 September 2017	9:00am-12:00pm	17ASS/042P
Mercure London Watford Hotel	Tue 19 September 2017	9:00am-12:00pm	17ASS/044P
Beales Hotel, Hatfield	Thu 21 September 2017	9:00am-12:00pm	17ASS/045P
Ware Priory Conference Centre, Ware	Fri 22 September 2017	9:00am-12:00pm	17ASS/046P

Building Assessment for Learning into everyday teaching in Key Stages 1 and 2

This course, aimed at NQTs, is designed to cover the key components of good practice in day-to-day formative assessment, based on up-to-date thinking and research. Establishing the right classroom ethos for Assessment for Learning to have maximum impact on pupils' progress is key, and this course will explore practical classroom strategies to embed a new culture of learning in every classroom that breeds resilience and confidence in learners while also raising aspirations and fostering wellbeing.

Topics covered in the course include developing the growth mindset, setting good learning objectives, generating success criteria with pupils and using these effectively, feeding back to pupils about their learning, language for learning, enabling pupils to carry out peer and self-assessment, and good quality questioning to move learning forward.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- gain a thorough understanding of the principles of Assessment for Learning and the importance of the growth mindset in developing better learners who are better equipped to deal with tests, work and life
- pick up strategies and resources to take back to the classroom and start using immediately to facilitate good formative assessment

Delivered by

Clare Hodgson



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 21 November 2017	9:30am-4:00pm	17NQT/049P

Carrying out the role of primary assessment co-ordinator

This three-day course provides a valuable insight into all areas of both summative and formative assessment. The three days are spread over the autumn, spring and summer terms to provide on going support and professional development.

The areas that will be covered are the role of the coordinator, overview of the year, understanding and making effective use of the full range of attainment data and analysis including the new Analyse School Performance tool and Fischer Family Trust, latest research on developing Assessment for Learning (AfL) and developing consistent assessment practices across the school.

The aim of the course is to:

- give participants an overview of the responsibilities of an assessment coordinator
- help coordinators identify aspects of their role that they want to develop
- give participants greater confidence in using and analysing assessment data
- help coordinators lead the development of AfL in their schools

Delivered by

Assessment Advisers



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators

Cost:

£380 (£420)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-4:00pm	17ASS/050P
Hertfordshire Development Centre	Wed 10 January 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Wed 18 April 2018	9:30am-4:00pm	

Developing a school-wide learning ethos: shifting the culture

Growth mindsets have the power to transform learning in schools, but how can a growth mindset strategy be implemented at whole-school level?

This course is for school leaders who want to introduce or enhance the growth mindset culture throughout their school. Based on the work of Stanford University psychologist Carol Dweck (author of 'Mindset: How You Can Fulfil Your Potential'), and drawing on the real experiences (successes and pitfalls) of schools implementing growth mindset strategies, participants will explore how to make the growth mindset tangible, authentic and lasting through the structures, environment, actions and words of school.

By attending the course participants will:

- gain an understanding of the growth mindset
- know what the growth mindset culture looks like in practice
- understand the common pitfalls and the misunderstandings occurring when implementing a growth mindset culture, and what to do about them
- develop strategies for introducing mindsets to staff, pupils, parents and governors
- be able to plan for the implementation of a growth mindset strategy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders, Headteachers, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	9:30am-4:00pm	17ASS/056A

Do you speak learnish? The role of teaching assistants in the implementation of AfL

For the effective implementation of AfL and development of a learning culture, more is required than the use of isolated strategies. What's needed is a shift in how everyone in the classroom talks about learning, potential and achievement, and how this translates into high-quality teaching and learning. Teaching assistants are well placed for shaping, reinforcing and supporting the learning classroom and the attitudes and beliefs pupils have about themselves and their learning journey. This course provides an essential overview of key underlying principles of AfL and the role of good assessment procedures in effective planning and teaching. Delegates will gain an understanding of how language in the classroom and the feedback process can have positive impact on pupil's progress and engagement. Key aspects of day-to-day assessment will be explored, such as planning clear learning objectives, generating success criteria, giving pupils quality feedback and using effective questioning techniques.

By attending the course participants will have:

- an awareness of the key aspects and principles of AfL
- practical strategies for creating an effective learning environment
- ideas for applying AfL in the classroom

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-4:00pm	17ASS/061A

Effective and efficient observation, assessment and planning in the EYFS

This course is for delegates who want to:

- make learning journals work for them
- streamline their observational assessment
- set up time-efficient planning systems
- meet the needs of all children

By attending the course participants will:

- gain confidence in observing and evaluating children's outcomes
- understand how observation should influence planning
- consider effective and manageable systems for assessment and planning
- understand how to plan for adult-led activities and enhanced continuous provision
- discuss how to respond to children's interests

Delivered by

Caroline Luck and
Lucy Chadwick



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners,
Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:00am-4:00pm	17EAY/022P

Embedding Formative Assessment with Dylan Wiliam: one-day conference

We are delighted to welcome education expert Dylan Wiliam to Hertfordshire to lead this one-day conference, in which he will share his expertise in developing outstanding formative assessment practice.

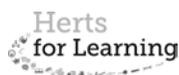
Dylan Wiliam has been one of the leading figures in developing formative assessment since the 1990s, when he co-authored 'Inside the Black Box'. He is now Emeritus Professor of Educational Assessment at University College London.

The aims of the conference are to:

- explore the latest findings from research into assessment practices that have greatest impact on learning
- explore practical classroom strategies
- explore ideas for sustaining professional learning through establishing teacher learning communities

Delivered by

Dylan Wiliam



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Newly Qualified Teachers, Senior Leaders

Cost:

£185 - subsequent delegates from the same school
£115 (up to a max. of 4)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 7 September 2017	9:00am-3:30pm	17ASS/002A

Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Ben Fuller



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 13 October 2017	9:30am-4:00pm	17NQT/046P

Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Sophie MacNeill



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:30am-4:00pm	17NQT/047P

Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Clare Hodgson



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17NQT/048P

Growing minds

In this exciting two-part course, teachers will explore current research and thinking on learning, brain development, engagement and motivation and how these can be implemented to benefit, not only their pupils, but also themselves.

Combining theory and practice, the sessions will address the key principle and concepts related to increasing pupil progress, attainment, independence and a love of learning, through a Growth Mindset approach. This will include developing a feedback culture, positive learning attitudes and self-belief, resilience, improving self-awareness and focus.

We will also apply these concepts alongside strategies from the world of mindfulness and CBT techniques to address staff resilience and well-being.

By attending the course participants will:

- gain an understanding of the key principles and theories affecting our attitudes and beliefs about ourselves and learning
- gain a range of ideas about how to apply these within a school or personal context
- gain practical strategies for immediate use in the classroom for enhancing learning

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 854882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£125 (£140)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-12:00pm	17ASS/051P
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-12:00pm	

Making effective use of Assessment Manager 7 for SENCOs

This course will enable INCOs/SENCOs to gain a good understanding of assessment principles and procedures, empowering them to use Assessment Manager 7 (AM7) to analyse attainment and progress for groups of pupils in their school. Delegates will gain hands on experience using AM7 with their own school's data and will learn how to use key reports within AM7.

The attendee's school must be using the Herts for Learning AM7 templates for termly tracking of pupil assessment, as provided under the PA Plus subscription, and delegates should have a basic familiarity of SIMS and AM7.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- gain hands-on experience using AM7 with their own school's data
- know how to use key reports within AM7
- have increased confidence understanding data from AM7
- have the ability to analyse specific groups within their school

Delivered by

Ben Fuller – Assessment, Louise Barrell - SEND and Paul Roberts - ICT Services



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENCOs, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-12:30pm	17SIT/079P

Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard

A new year and a new data system! This session will explore the features of the DfE's new tool - Analyse School Performance - which has replaced RAISEonline. The system should be updated with 2017 results by the course date. In this course, we will explore the meaning of the data and build in time for delegates to analyse the key issues in their own school data, with the lead assessment adviser on hand to answer the questions. We will also relate this data to the Ofsted Inspection Dashboard. Delegates will need to bring their Secure Access username and password to be able to log in to the service. Please ensure that you have a working log-in with the correct permissions in advance of the course.

By attending the course participants will:

- understand the meaning of the data in the 'Analyse School Performance' site and in the Inspection Dashboard
- know how to interrogate the data further
- be able to use the data to inform self-evaluation and school improvement

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Headteachers, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-12:00pm	17ASS/065P
Hertfordshire Development Centre	Mon 13 November 2017	1:15pm-4:15pm	17ASS/066P
Hertfordshire Development Centre	Fri 17 November 2017	9:00am-12:00pm	17ASS/067P
Hertfordshire Development Centre	Mon 20 November 2017	9:00am-12:00pm	17ASS/068P

Making marking easy but effective

Effective feedback and the formative process it involves has been shown time and again to significantly affect pupil progress. Furthermore, a key factor when Ofsted make judgements about schools is whether the pupils are making progress, and they judge this, not only by observing lessons, but through looking at exercise books and examples of pupils' work.

This course will explore practical ways that effective feedback can be integrated into lessons and through marking. The ideas and strategies explored will be relevant to all teachers from Key Stage 2 to Key Stage 3.

By attending the course participants will:

- learn how progress can be visible in books and what Ofsted look for
- gain strategies to give verbal and written feedback that scaffolds learning and development
- explore techniques to develop pupil centred learning through self/peer assessment and collaborative improvement which lead to progress within the lesson

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:30am-4:00pm	17ASS/063A

Marking and feedback: making it manageable and meaningful in both English and mathematics

The central role of effective feedback in raising attainment, supporting progress and closing gaps in learning has been well documented, and has an even greater profile in the new Ofsted framework. High-quality feedback is a critical component in provision for English and mathematics, but striking the right balance between workload and impact has its challenges. This course explores the ways in which school policies, approaches and monitoring activities create a culture of aspiration and continuous improvement. Ways in which these would enable pupils to use feedback to 'improve their knowledge, understanding and skills in English and mathematics' will be explored.

The course will give delegates the opportunity to reflect on current practice and consider how to develop a consistent whole school approach to marking and feedback that is fully supportive of pupil's continuing development in English and maths, fosters positive attitudes towards and develops 'curious, interested' learners and provides a range of manageable feedback models to adopt and adapt to suit the needs of their pupils.

By attending the course participants will:

- learn how to use a range of manageable approaches to feedback and marking to enhance progress and attainment in English and maths
- improve your understanding of how effective feedback and marking helps pupils to develop as reflective learners
- have the opportunity to reflect on their own practice that will feed into school policies and inform monitoring

Delivered by

Martin Galway and David Cook



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 16 November 2017	9:00am-4:00pm	17ENG/050P

New to Year 2

This course is for teachers who are new to, or returning to, teaching in Year 2.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 1 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 1
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Ben Fuller



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 25 September 2017	9:30am-4:00pm	17ASS/048P

New to Year 6

This course is for teachers who are new to, or returning to, teaching in Year 6.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 2 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 2
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:30am-4:00pm	17ASS/047P

Pupil power: growing independent learners

Do you feel that your pupils are passengers in their learning journey, or are they the captains of their own ship? We know that powerful learners are autonomous agents in their education, yet sometimes pupils develop a passivity that leads them to be very reliant on teacher input, validation and feedback. This can lead to pupils becoming more risk averse and more susceptible to having a discouraging mindset about their own capabilities and growth. Let's find a way to put them firmly at the helm.

This half-day training looks at classroom approaches that empower pupils to build their self-efficacy and independence by placing them in the driving seat of their own learning. We will discuss activities and strategies to cultivate curiosity, courage, reflectiveness and an awareness of how they can improve and persevere in the face of challenges and setbacks.

We will be taking a journey through the world of mindsets, collaborative approaches, self-assessment, pupil-voice and much more, all with the underlying support of pastoral methods to inform the growing of self-worth, esteem and resilience. Let's turn 'I can't' into 'I can' and show our pupils the power that is in their hands!

By attending the course participants will:

- gain practical strategies to be implemented in the classroom where pupils can cultivate autonomy
- understand what may be holding pupils back from becoming more independent learners
- develop approaches for growing pupils' self-confidence, esteem and efficacy

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 6 December 2017	9:30am-12:30pm	17ASS/057A

Securing starting points for Nursery and Reception children - moderating Early Years outcomes

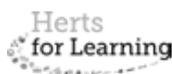
This course is designed to discuss assessments on three children from each delegate's school. It will support delegates in making judgments of children's development against the Early Years outcomes.

By attending the course participants will:

- receive updates on attainment and progress in the Early Years Foundation Stage
- take part in a joint moderation task
- gain peer-to-peer support for moderation
- gain validation of judgments
- agree accuracy of assessment

Delivered by

Early Years Advisers



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
The Stanborough Centre, Watford	Mon 2 October 2017	9:30am-12:00pm	17EAY/043P
South Hill Centre, Hemel Hempstead	Mon 2 October 2017	1:30pm-4:00pm	17EAY/044P
Hertfordshire Development Centre	Wed 4 October 2017	9:30am-12:00pm	17EAY/023P
Hertfordshire Development Centre	Thu 5 October 2017	1:30pm-4:00pm	17EAY/024P
Wodson Park Sports & Recreation Centre, Ware	Fri 6 October 2017	1:30pm-4:00pm	17EAY/045P

SIMS Assessment Manager on school data

This half-day course is designed so that delegates are able to analyse their own assessment data remotely from our training room, with ICT Services consultants available to provide guidance and support. There will be some formal training, however the majority of the time spent in the session will be for the delegates to run reports on their own school data and seek advice where needed.

This course is applicable to any schools who are subscribed to the HfL Primary PA Plus assessment resources. This course can be taken on the same day as the 'SIMS Assessment Manager 7' course in the morning if required, although this session is aimed at school leaders and not administrative staff.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- ensure they have the latest PA Plus resources in SIMS
- have run various reports showing their own school's data
- gain experience of analysing data with support from ICT Services consultants
- increase their confidence in knowing where to locate different assessment information
- understand how to interpret the various reports

Delivered by

Paul Roberts



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENcos, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	1:30pm-4:30pm	17SIT/082P

Sowing the seeds of success: growing courageous learners through Assessment for Learning in the Early Years and Year 1

Research continues to demonstrate that the characteristics central to the most successful learners are learned and developed in the very early stages of education. This places teachers of the Foundation Stage and Year 1 in uniquely important roles for the embedding of principles and qualities that will carry children through the rest of their schooling and into adult life. Through effective implementation of AfL and the development of a strong learning culture, teachers have the power to set children on this path to success.

This course will explore the ways in which teachers of the Foundation Stage and Year 1 can develop AfL in their classrooms. We will look at what we mean by the term AfL and the principles that underlie it as well as practical tried and tested ideas. The day will focus on learning mindsets, pre-planning, modelling, success criteria, feedback and the most crucial elements of creating a strong learning classroom.

By the end of the course participants will have:

- an understanding of the key principles of Assessment for Learning and research surrounding learning development within an Early Years and Key Stage 1 context
- a range of ideas and confidence to experiment with some of the techniques
- practical strategies to use directly in the classroom

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, Middle Leaders, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:30am-4:30pm	17ASS/049P

Teaching and assessing reading comprehension

This day will be full of practical activities and resources to support the teaching and assessment of reading comprehension in Years 1 to 6. These will be linked to the content domains for the end of Key Stage English reading tests. **The National Curriculum statements contain very little progression guidance across Years 3/4 and 5/6 as pitch is to be informed by increasing complexity of the text. This course will provide a wealth of ideas and approaches to support the gathering of evidence to support teacher assessment.**

By attending the course participants will:

- gain a deeper understanding of the progression in the skills of reading comprehension
- develop planning which maximises assessment opportunities
- explore the links between the spoken language and reading comprehension programmes of study
- engage with a wide range of practical activities and leave with a bank of resources to support teaching and assessment

Delivered by

Kerry Godsman and Jane Andrews



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 3 November 2017	9:00am-4:00pm	17ENG/043P

The Feedback defibrillator

Feedback is one of the activities that contributes significantly to teachers' workload. This new three-part course aims to dispel the feedback myths, provide strategies that teachers can introduce the very next day, and give practical common sense solutions to tackle the workload issue and improve learning and pupil progress.

Session1: Myths and reality

Researching the research: the knowns and unknowns

Success criteria, creating independence, and funnels

Session 2: Cracking it

Having a life? Feedback and the workload crisis

Workload and state: for both teacher and pupil

All about the time: How much feedback?

Quick wins

Session 3: Finding the Holy Grail: In search of the perfect policy?

This session will introduce an alternative approach to creating a feedback/assessment policy

By attending the course participants will:

- mark less to achieve more
- understand the research and principles surrounding feedback
- stop themselves and their pupils simply 'going through the motions', but develop techniques to build pupils' independence and self-assessment
- gain a wide repertoire of practical feedback strategies to implement in the classroom
- gain a range of INSET ideas and resources to take back to school to develop an alternative feedback policy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£125 (£140)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	4:30pm-6:00pm	17ASS/058A
Hertfordshire Development Centre	Wed 1 November 2017	4:30pm-6:00pm	
Hertfordshire Development Centre	Wed 13 December 2017	4:30pm-6:00pm	

Top Ten Tips for Assessment for Learning

This brand new publication "Top Ten Tips for Assessment for Learning - an alternative approach to writing another policy" has been created in collaboration with the Assessment Team and Hertfordshire practitioners. The purpose of the publication is to provide a structure for schools to use when they are developing and sharing Assessment for Learning strategies. It provides an alternative and perhaps more practical approach to writing another policy document.

The structure has been illustrated by a group of special school practitioners who have shared their 'Top Ten Tips'. Whilst the examples of 'what it looks like' are from special schools, the principles and ideas apply to any educational context. Each tip has practical exemplification, ideas for INSET/staff training and references to other useful sources of information.

This practical session will introduce the book, exploring and trialling some of the ideas from the book so that delegates will be able to make links with their own school and practice in order to develop Assessment for Learning in a collaborative and practical way.

By attending the session participants will:

- understand the purpose, scope and use of the book and how it can be used in school
- receive a copy of the book
- gain a range of INSET ideas and resources to take back to school to develop an alternative AFL policy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Leadership Team

Cost:

£60 (£65)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 13 September 2017	4:30pm-6:00pm	17ASS/053P
Greenfields Primary School, Watford	Wed 20 September 2017	4:30pm-6:00pm	17ASS/055A
Andrew's Lane Primary School, Cheshunt	Wed 18 October 2017	4:30pm-6:00pm	17ASS/054A

Understanding and analysing your Early Years Foundation Stage data

Want to be able to use EYFS data to support self-evaluation and strategic planning?

This course will support delegates to interrogate and know their data. It will enable delegates to use data to support conversations with SLTs, SIPs, Governors and Ofsted.

By attending the course participants will:

- receive updates on evaluating EYFS achievement
- further understand how to use their EYFS data to show progress and attainment
- develop confidence in the principles of EYFS data analysis and develop skills enabling them to evidence their data picture
- have an opportunity to reflect on their school's EYFS data for 2017

Delivered by

Caroline Luck and Lucy Chadwick



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Headteachers, New Headteachers, All Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 11 October 2017	1:00pm-4:00pm	17EAY/021P

Using Assessment Manager 7 in the Early Years Foundation Stage

The EYFS Progress Toolkit for SIMS AM7 has been developed by HfL over many years, to provide EYFS practitioners and leaders with access to the information they require to plan next steps and report on the attainment and progress of individuals and groups of pupils, including various vulnerable groups within the cohort.

During the course, we will guide delegates through how to generate the various analysis reports from the Toolkit and interpret them, with delegates using a workstation to gain hands-on experience. The main focus of this course will be the analysis of data, however we will cover some key information that underpins how the Toolkit works, such as the grades available. Further support for inputting data into the Toolkit can be provided at school level via the ICT Service Desk.

By attending the course participants will:

- be given an overview of the EYFS Progress Toolkit
- understand how to generate the various reports
- increase their confidence in analysing EYFS data
- understand the terminology used within the Toolkit

Delivered by

Paul Roberts and Caroline Luck



Contact us

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01438 845684

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders, Senior Leaders

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 10 November 2017	9:30am-12:30pm	17SIT/083P

Flourishing mindfully in schools

Do you want to improve your focus as a teacher and help to encourage young people to concentrate on their learning more? This four-part twilight course is designed for teachers wanting to bring mindfulness and positive psychology including the encouragement of growth mindsets into their whole-school approach. This course provides teachers with a useful insight into the basics of mindfulness and provides ideas to support young people to flourish. It will look at research into its impact and will make the case for schools adopting mindfulness as part of their everyday routines. This unique programme, combines the principles of mindfulness, positive psychology, and action for happiness. It uses as guideline the findings outlined in Martin Seligman's book, 'Flourishing', whilst encouraging teachers to use 'growth mindsets' as a whole school approach, based on the work of Carol Dweck.

The aims of this course are to:

- explore the key benefits of practising mindfulness for both teaching staff and for pupils
- look at the impact of positive psychology and approaches such as CBT (cognitive behavioural therapy) on reducing mental health issues
- understand the psychology of stress and the issues it causes
- challenge autopilot as a mode of existence and to encourage a more positive approach to life
- look at P4C, growth mindsets and restorative approaches as a whole school approach to help pupils flourish

Delivered by

Jayne Wright



Contact us

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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos, Newly Qualified Teachers, All Leaders

Cost:

£164 (£184)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Thu 12 October 2017	3:00pm-5:00pm	17PSE/005A
Apsley 2, Hemel Hempstead	Thu 19 October 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 2 November 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 9 November 2017	3:00pm-5:00pm	

Growing minds

In this exciting two-part course, teachers will explore current research and thinking on learning, brain development, engagement and motivation and how these can be implemented to benefit, not only their pupils, but also themselves.

Combining theory and practice, the sessions will address the key principle and concepts related to increasing pupil progress, attainment, independence and a love of learning, through a Growth Mindset approach. This will include developing a feedback culture, positive learning attitudes and self-belief, resilience, improving self-awareness and focus.

We will also apply these concepts alongside strategies from the world of mindfulness and CBT techniques to address staff resilience and well-being.

By attending the course participants will:

- gain an understanding of the key principles and theories affecting our attitudes and beliefs about ourselves and learning
- gain a range of ideas about how to apply these within a school or personal context
- gain practical strategies for immediate use in the classroom for enhancing learning

Delivered by

Sophie MacNeill



Contact us

anne.coad@hertsforlearning.co.uk
01438 854882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£125 (£140)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-12:00pm	17ASS/051P
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-12:00pm	

Effective confrontation for senior leaders and managers

This two-day course will enable headteachers, senior leaders and managers to:

a) learn skills and strategies to manage effective confrontation; improve and maintain good relationships and prevent difficulties escalating

b) practise the use of appropriate confrontation strategies and skills in dealing with a current issue of concern

Prior to the course delegates need to identify a significant work-based issue they wish to effectively confront and are prepared to share with the group.

By attending the course participants will:

- understand the nature of effective, non-aggressive interpersonal confrontation
- be able to identify a range of issues and situations in their work place in which the skills of confrontation are likely to be required
- have explored and increased their understanding of the feelings which can arise on both sides during confrontation
- have developed skills in handling both sets of feelings more confidently and constructively
- have reflected on this experience and be ready to use effective confrontation in other situations

Delivered by

Kim Frazer



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Business Managers, Headteachers, Office Managers, Senior Leaders, Deputy/Asst Headteachers

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 17 November 2017	9:00am-4:00pm	17MAN/053A
Hertfordshire Development Centre	Fri 24 November 2017	9:00am-4:00pm	

Health and safety for school business managers

Whilst overall accountability for health and safety lies with the employer, the day-to-day running of the school including responsibility for the health and safety of staff and pupils is delegated to the headteacher and school management team. This training has been designed specifically for the role of business manager and provides an introduction to the key health and safety risks in schools in ensuring these are managed effectively and proportionately on site.

By attending the course participants will:

- be able to lead their team in ensuring H&S compliance
- understand monitoring and management of health and safety within their school
- network with school business management colleagues
- gain understanding of additional sources of health and safety guidance

Delivered by

James Ottery



Contact us

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01438 845684

Event details

Audience:

Business Managers, Office Managers, Premises Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	9:30am-12:30pm	17SBM/019A

Primary school business management review

£1,015

The business management review is designed to assist schools with establishing how efficient and effective their business management structure is and also reviews the processes in supporting school development and improvement.

The review includes:

- an initial briefing with the headteacher
- a process audit (similar to the business management health check)
- two days in school to meet with staff, gather information, understand school context and individual needs, and identify procedures to streamline processes and work more efficiently
- a review of job descriptions, roles and responsibilities and administration/finance/premises staffing structure
- a comprehensive report for the headteacher and governors, including follow-up actions and recommendations for the school

SBM induction service

£425 per day

Starting work as a newly appointed SBM can be daunting. New appointments also have an impact on the school, not only in terms of the recruitment cost but also on the school's effectiveness while the appointee settles in and gets up to speed with the role. Research has shown that a strong commitment to induction and the provision of support and mentoring accelerates the settling-in process so that the new appointee is able to quickly become effective and make a positive impact on the school.

The induction service includes:

- outlining the role of the SBM
- introducing the relevant support and networking opportunities available within Hertfordshire and nationally
- a tailored training plan to suit individual SBM needs and experience
- a business management calendar to provide a framework for focus and inform practice
- ad hoc telephone and email support for the first three months in post

The service can be taken as a one, two or three-day programme, or as six half-day sessions over a period of an academic year.

Please call **01438 844893** to discuss your school's requirements or email businessmanagementservices@hertsforlearning.co.uk



HR restructure and redundancies: what schools need to know

With budget deficits facing our schools, now is the time to take positive action to rescue/avoid unpalatable decisions leading to redundancy.

This course will focus on best practice staffing structures, identification of factors aggravating school finances and longer term solutions involving reorganisational change. The course is suitable for all school leaders and any colleagues who have HR responsibilities.

By attending the course participants will:

- understand whether you have an immediate problem
- be aware of the steps you can take to alleviate issues
- understand the process of redundancy/restructure
- know about additional services which will support your school in this area

Delivered by

Natalie Dalvarez,
Christine Dyson and
Chris Williams



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emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Headteachers, Office Managers, Personnel Officers/Assistants, Senior Leaders, Deputy/Asst Headteachers, Chair of Governors

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 21 September 2017	9:15am-12:45pm	17SBM/015A
Hertfordshire Development Centre	Tue 28 November 2017	1:00pm-4:30pm	17SBM/021A

School administration; working towards outstanding

This one-day course will help participants to understand how to maximise the performance of their school admin teams. It focuses on developing leadership skills to improve the effectiveness of their teams through performance appraisal, clear expectations, resilience and purposeful delegation. Participants will also be able to share best practice of office systems and procedures and reflect on how these compare to their own settings.

By the end of the course participants will have:

- a greater focus on your admin teams goals, strengths and areas for development
- knowledge of different processes and procedures to ensure your admin team is efficient
- developed your own communication skills
- an opportunity to meet and network with colleagues

Delivered by

Natalie Dalvarez and
Sharon Carlyon



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, Office Managers, Support Staff, Personnel Officers/Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:15am-4:15pm	17SBM/018A

School business management briefing

Delivered by the head of business management services, key leaders within Herts for Learning and other external agencies, this session will provide updates on school business management related topics.

The format of the session will be a short presentation on current issues relating to the business aspects of running a school, followed by an in-depth presentation and group discussion on a specific topic.

The session is for colleagues working in areas such as finance, HR, computing, premises and administration. Welcome beverages are available from 9am; please come along and use this time to network before the briefing starts at 9.15am.

By attending the session participants will:

- receive updates on current and future national initiatives
- network with colleagues and share best practice
- understand the services HfL have to offer schools

Delivered by

Natalie Dalvarez



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01438 845684

Event details

Audience:

Business Managers, Leadership Team, Office Managers, Premises Staff, Support Staff, Personnel Officers/Assistants, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Fielder Centre, Hatfield	Wed 13 September 2017	9:15am-12:00pm	17SBM/017A

School business manager professional development programme (SBM PDP) module 1: personal effectiveness

The SBM PDP will explore and examine a range of professional development skills which link to the NASBM behaviours of resilient, decision maker, collaborative, challenger, change catalyst and skilled negotiator.

This is a programme of four modules which will provide an opportunity for you to build upon the professional skills required in order to be effective in your role and to network with colleagues in similar roles. If you are unable to attend the full programme, you may select individual modules to join. These modules are complementary when attended together, but individual modules can be attended.

The first module will provide an opportunity to consider your own personal effectiveness within the working environment.

By attending the session participants will:

- explore the principle of working "smarter"
- examine and explore ways of managing their time and workload, considering important versus urgent priorities
- consider how prioritising and planning develops a resilient working approach
- consider and practice ways of working in a more assertive manner and those that encourage a "win-win" outcome

Delivered by

Alison Parkes



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Support Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-12:30pm	17SBM/020A

Designated senior person safeguarding training (level two, single agency, specialist training)

This course is designed for those who are new to the role of designated senior person (DSP) for child protection and have completed level one safeguarding children training for school staff. The course explores the role and the responsibilities of the DSP.

This course is for all schools in the Hertfordshire area.

By the end of the course participants will be able to:

- define the concept of significant harm and demonstrate an understanding of children's needs
- summarise national and local safeguarding children frameworks and identify duties and responsibilities
- identify learning from serious case reviews and the impact on safeguarding practice
- explain organisational safeguarding responsibilities and the DSPs individual casework responsibilities

Delivered by

Frazer Smith



Contact us

diane.hall@hertfordshire.gov.uk
01992 556936

Event details

Audience:

Leadership Team, Designated Senior Person

Cost:

£185

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 12 September 2017	9:00am-4:00pm	17CPT/017A
Hertfordshire Development Centre	Wed 13 September 2017	9:00am-12:30pm	
Hertfordshire Development Centre	Tue 26 September 2017	9:00am-4:00pm	17CPT/018A
Hertfordshire Development Centre	Wed 27 September 2017	9:00am-12:30pm	
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-4:00pm	17CPT/019A
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-12:30pm	
Hertfordshire Development Centre	Tue 7 November 2017	9:00am-4:00pm	17CPT/020A
Hertfordshire Development Centre	Wed 8 November 2017	9:00am-12:30pm	
Hertfordshire Development Centre	Tue 5 December 2017	9:00am-4:00pm	17CPT/021A
Hertfordshire Development Centre	Wed 6 December 2017	9:00am-12:30pm	

Designated senior person training - half-day refresher

This course is designed for those who hold the role of designated senior person (DSP) for child protection and have completed level two DSP training. The course updates the role and the responsibilities of the DSP.

This course is for all schools in the Hertfordshire area.

By attending the course participants will:

- have an understanding of updates relating to local/national policies, procedures and legislation
- have a recap of tasks relating to the DSP role
- have knowledge of lessons learnt from serious case reviews
- have an awareness of supplementary guidance relating to specific safeguarding issues

Delivered by

Frazer Smith



Contact us

diane.hall@hertfordshire.gov.uk
01992 556936

Event details

Audience:

Designated Senior Person

Cost:

£80

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 19 September 2017	9:00am-12:30pm	17CPT/025A
Hertfordshire Development Centre	Tue 19 September 2017	1:30pm-5:00pm	17CPT/026A
Hertfordshire Development Centre	Thu 30 November 2017	9:00am-12:30pm	17CPT/027A
Hertfordshire Development Centre	Thu 30 November 2017	1:30pm-5:00pm	17CPT/028A

Reducing and managing allegations against staff

This course is designed to assist headteachers, chairs and vice chairs of governors in dealing effectively with allegations against staff and promoting safe working practice by school staff, thereby reducing the risk of allegations of inappropriate conduct and harm to children.

This course is only available to headteachers, chair and vice chair of governors.

The course is booked on a first-come, first-served basis.

By the end of the course participants will be able to:

- demonstrate an understanding of what constitutes an allegation, how allegations arise, and the process of allegations management, including the role of the designated senior manager and the local authority designated officer
- manage allegations in accordance with the Hertfordshire Safeguarding Children Board Inter-Agency Child Procedures
- identify areas of vulnerability in staff practice and develop ideas about how to address these vulnerabilities

Delivered by

Frazer Smith



Contact us

diane.hall@hertfordshire.gov.uk
01992 556936

Event details

Audience:

Headteachers, Chair of Governors

Cost:

£135

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-4:30pm	17CPT/013A
Hertfordshire Development Centre	Wed 22 November 2017	9:00am-4:30pm	17CPT/014A

Exploring technology in the EYFS

This course is designed to support EYFS staff in providing exploration and learning opportunities around technology. It will provide innovative approaches which can be used to engage children's interest, not just using technology, but also developing a curiosity about how that technology works. The course aims to support EYFS teaching staff in providing an essential foundation for the 2014 computing curriculum. For those using the Primary Computing Scheme, the content is relevant to the EYFS potential learning themes.

The course will cover: exploring, using and developing understanding of classroom tools and toys; investigating simple onscreen activities related to EYFS children's learning; sharing data from different sources, including pictograms and data sensing tools and toys; capturing, creating and exploring digital images using different devices; supporting early interest in programming through the use of unplugged programming approaches as well as exploring simple programmable toys; investigating simple digital mark-making and writing; using simple sound devices to capture and playback sound; encouraging children to develop curiosity about the technological world around them; understanding the eSafety aspect for EYFS.

By attending the course participants will:

- develop their understanding of supporting young children in exploring technology safely and creatively
- explore and develop useful resources and approaches
- develop confidence in providing a good foundation for children in accessing the 2014 computing curriculum (including the latest version of the Primary Computing Scheme)
- have a hands-on experience of relevant iPad/tablet apps and consider how these might support this area of learning
- explore and use technology in a creative and fun way

Delivered by

Chris Carter and
Vrinda Thacker



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders,
Early Years Practitioners, Teaching Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:30am-3:30pm	17COM/015P

Getting started with G-Suite for Education - a teacher's guide

This non-technical, one-day course is aimed at teachers and/or support staff who are new to Google's G-Suite for Education services, and wish to have hands-on experience of using the tools for teaching and learning. We will experience some of the core apps from G-Suite, including Docs, Forms, Sheets, Slides and Sites, and look at how we can use G-suite for interaction and collaboration. We will also focus on Google Classroom and gain experience in using this workflow tool for managing assignments, announcements and more.

The course will cover: using G-Suite core apps including Drive, Docs, Sheets, Slides and Forms; sharing, collaboration and interaction through G-Suite apps; creating private websites using Google Sites; setting up and managing classes in Google Classroom; using the Assignment, Announcement and Questions features of Google Classroom; ideas for using G-Suite for Education in your school.

Please note this is a non-technical course and will not cover setting up and managing G-Suite domains, user accounts etc.

By attending the course participants will:

- develop their understanding of G-Suite for Education
- explore some of the core apps including Docs, Sheets, Slides and Forms
- experience Google Classroom
- develop confidence in using G-Suite for Education in their settings
- leave with lots of ideas of using G-Suite for Education in the classroom and beyond

Delivered by

Chris Carter



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders,
Middle Leaders, Teaching Assistants

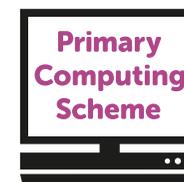
Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:30am-3:30pm	17COM/016A

Primary Computing Scheme

Expanded and improved



Version 6

The Primary Computing Scheme provides a creative approach to delivering the 2014 computing curriculum. It supports the teaching and the development of computing, building computer science capability and digital literacy for current and future learning. The scheme is organised into four phases, Early Years, KS1, lower KS2 and upper KS2, with learning themes for each.

Now including an online bank of accompanying materials, the Primary Computing Scheme from Herts for Learning is provided as an annual subscription. It is regularly updated, to stay in line with Government guidelines, the latest thinking and the needs of schools.

- Termly learning themes from KS1 to upper KS2
- Themes for potential learning in EYFS
- Extensive assessment materials which follow Herts for Learning's PA Plus assessment approach
- Examples of medium term plans
- Theme guides to provide deeper explanations and guidance to further simplify the learning objectives for KS1 and KS2
- A growing bank of supporting materials including software and activity guides, video guides and links to online resources for use in classroom activities
- Progression papers for each strand of the computing curriculum, including extending the higher attaining learner
- Computing skills that are expected at each key stage including Early Years; these are cross referenced with the Early Years Outcomes, national curriculum expectations and have guidelines about end of key stage expectations
- Skills audit tool for recognising staff strengths and needs and building on CPD

"It has really raised standards in our school"

New subscribers can also request a half-day adviser visit, which can include a staff meeting, to support them through getting started with the scheme. This is charged at the Herts for Learning consultancy rate. Once subscribed, schools receive a personalised copy of the scheme, both printed and electronic, plus access to the scheme's online resources on www.hertsforlearning.co.uk

"It meets our needs, children enjoy it and they make good progress."



For further information on the **Primary Computing Scheme** or any of Herts for Learning's computing services, including training requests, email: ictcurriculum@hertsforlearning.co.uk or telephone: **01438 845111**

Learning to lead - successful leadership of primary computing

This course is aimed at new or aspiring computing subject leaders in the primary phase. Through a mix of presentation, discussion, and practical activities, the course will support participants in beginning to lead computing in their schools with confidence and understanding. The emphasis is on the strategic development of computing and the course embraces the development of materials around the school vision, action planning, monitoring and self-review as well as the key area of eSafety. During the course, delegates will be provided with a range of tools and resources to support them in many aspects of their role.

By attending the course participants will:

- have gained a detailed knowledge and understanding of the key areas that are essential for the successful leadership of computing in schools
- develop/review a whole-school vision for computing and use this to support their own development or action plan
- develop a greater understanding of eSafety in schools, including the importance of eSafety and/or acceptable use policies and agreements, considering copyright, ownership and strategies for supporting safe online behaviour
- consider the planning and assessment of computing in schools using the new HfL assessment approach and the importance of embedding computing across the curriculum

Delivered by

Vrinda Thacker and Chris Carter



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Aspiring to Middle / Senior Leadership, Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:30am-3:30pm	17COM/020P

Primary computing subject leaders' update

This termly two-hour update session is aimed at primary school computing subject leaders. The Herts for Learning computing advisers will bring you up to date with the latest news, resources from the computing world and eSafety updates, with hands-on experience where applicable.

By attending the session participants will:

- hear news and updates about computing in primary schools
- meet and take part in discussion with other computing subject leaders
- share good practice

Delivered by

Chris Carter and Vrinda Thacker



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£70 (£80)

Venue:	Date(s):	Time:	Course code:
Millbrook Primary & Nursery School, Cheshunt	Wed 8 November 2017	1:45pm-3:45pm	17COM/017P
Hertfordshire Development Centre	Wed 15 November 2017	1:45pm-3:45pm	17COM/018P

Safeguarding in a digital world: eSafety for primary schools

Keeping children and young people safe online and teaching them about the appropriate and responsible use of the internet is an essential part of a school's safeguarding role and going forward will be part of the school's Relationship and Sex Education programme. The proliferation of mobile devices over recent years means that most children are online for an increasing amount of time, often in their rooms and away from any form of supervision. It has therefore never been more important that they are taught how to keep themselves safe from the risks that exist online. Ofsted make a number of recommendations relating to eSafety; staff should be trained and children taught about how to stay safe, and schools should engage with parents so that they are also aware of the risks and how to protect their children.

By attending the course participants will:

- look at use of the internet and the latest online trends
- help improve resilience to grooming
- consider important safeguarding messages for staff and pupils
- consider how schools can engage with pupils and parents around eSafety
- discuss the necessary eSafety policies and procedures relating

Delivered by

Karin Hutchinson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Governors, INCOs/SENCOs, Middle Leaders, Newly Qualified Teachers, Teaching Assistants, Senior Leaders, Designated Senior Person, e-Safety co-ordinator

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:00am-12:00pm	17EST/001P

Supporting the SEND learner with apps, ipads and other technologies

Computer technology has long been used in schools and beyond to support pupils with SEND. With the emergence of tablets and the many exciting and engaging apps available, there are now even more ways in which technology can help these pupils to learn, using the full functionality of these devices. In this hands-on course, we will explore ways in which tablets (particularly iPads) can be used to support the learning of pupils and students with SEND. We will look at how to make iPads inclusive, and apps specifically designed for these learners. We will also look at how 'general' educational apps can be used in alternative ways to support individual pupils as they work in the classroom, utilising sound recording, images and video.

By attending the course participants will:

- look at how to make iPads more accessible to pupils through the accessibility settings
- explore a range of apps specifically designed to support learners with SEND
- have hands-on experience with general multimedia apps which can be used to support individual pupils/students in a variety of engaging ways, including the use of Social Stories (TM)

This half-day course will give delegates time to explore and consider the potential of the tools for particular pupils within their own setting.

Delivered by

Chris Carter and Val Hazell



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, INCOs/SENCOs, Middle Leaders, Newly Qualified Teachers, Teaching Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 22 November 2017	1:15pm-4:00pm	17COM/019P

Teaching computing at Key Stage 1

This course is designed to support Key Stage 1 teaching staff in enhancing their understanding of computing. It will support them in developing creative approaches to engage their pupils. The course is aligned with the 2014 computing curriculum and for those teaching the Primary Computing Scheme, it provides an input into the Key Stage 1 section. We will spend the morning developing delegates' understanding of the key computer science concepts for KS1, and how we teach them. In the afternoon we will look at other areas of the 2014 computing curriculum.

The course will cover: algorithms and programming, including unplugged programming and working with programmable devices, both physical and on-screen; exploring, comparing and creating simple digital content including image and animation; simple data handling including using dataloggers and branching databases; developing digital research and communication skills.

By attending the course participants will:

- develop their understanding of computing at Key Stage 1
- explore and develop useful resources to support the teaching of computing at Key Stage 1
- develop confidence in teaching the 2014 computing curriculum (including the latest version of the Primary Computing Scheme)
- have a hands-on experience of relevant iPad/tablet apps and consider how these might support this area of the computing curriculum
- explore computing resources and use technology in a creative and fun way

Delivered by

Chris Carter



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Teaching Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:30am-3:30pm	17COM/012P

Teaching computing at lower Key Stage 2

This course is designed to support lower Key Stage 2 teaching staff in delivering the computing curriculum at lower KS2 (Years 3 and 4). It will enhance their understanding of computing and will support them in developing creative approaches to engage their pupils. The course is aligned with the 2014 computing curriculum and for those teaching the Primary Computing Scheme, it provides an input into the lower KS2 section. We will spend the morning developing delegates' understanding of the key computer science concepts for lower KS2, and how we teach them. In the afternoon, we will look at other areas of the 2014 computing curriculum.

The course will cover: teaching programming concepts at lower KS2 and using simple resources to develop programming skills including an introduction to Scratch and Logo; understanding search engines and building safe and effective digital search skills; exploring the use of sound-editing software; understanding and working with digital images; introducing spreadsheets and databases.

By attending the course participants will:

- develop their understanding of computing and computer science at lower KS2
- explore and develop useful resources to support the teaching of computing at lower KS2
- develop confidence in teaching the 2014 computing curriculum (including the latest version of the Primary Computing Scheme)
- have a hands-on experience of relevant iPad/tablet apps and consider how these might support the computing curriculum
- explore computing resources and use technology in a creative and fun way

Delivered by

Chris Carter



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Teaching Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	9:30am-3:30pm	17COM/013P

Are you using G-Suite for Education or Chromebooks?

Do you need training to make sure you are maximising their potential? Or are you preparing to invest and need some guidance? Or just interested in finding out more about how this technology might benefit your school?

If you are thinking about deploying *G-Suite for Education* in your school and/or purchasing Chromebooks, there are a lot of things to take into consideration. Herts for Learning is experienced in implementing this technology in education settings and we can offer you advice and guidance in order to help you make the right decisions.

If your school is already using *G-Suite for Education* and you are not sure how to get the best from this service across the curriculum, the Herts for Learning Computing and ICT Advisers can offer advice and support to help get you started or deepen your existing use.

We offer a full G-Suite and/or Chromebook INSET service, tailored to your specific needs. Or alternatively, come along to our Autumn term course held at Hertfordshire Development Centre in June, to explore a wide range of G-Suite apps and potential uses. Our training is delivered by a Google for Education Certified Trainer.

And don't forget that ICT Services also offers a full Chromebook/*G-Suite for Education* technical set-up service to get this system deployed in your school and ready for the classroom.

Please call **01438 843918** to discuss your school's requirements or email **Chris Carter**, Computing and eDevelopments Adviser, at chris.carter@hertsforlearning.co.uk



Teaching computing at upper Key Stage 2

This course is designed to support upper Key Stage 2 teaching staff in delivering the computing curriculum at upper KS2 (Years 5 and 6). It will enhance their understanding of computing and will support them in developing creative approaches to engage their pupils. The course is aligned with the 2014 computing curriculum and for those teaching the Primary Computing Scheme, it provides an input into the upper KS2 section. We will spend the morning developing delegates' understanding of the key computer science concepts for upper KS2, and how we teach them. In the afternoon, we will look at other areas of the 2014 computing curriculum.

The course will cover: teaching programming concepts and building programming skills including unplugged approaches and using Scratch and Logo; developing the use of spreadsheets; an overview of sound recording and editing using Audacity; understanding computer networks; exploring 3D graphical modelling; developing safe online practice.

By attending the conference participants will:

- develop their understanding of computing and computer science at upper KS2
- explore and develop useful resources to support the teaching of computing at upper KS2
- develop confidence in teaching the 2014 computing curriculum (including the latest version of the Primary Computing Scheme)
- explore computing resources and use technology in a creative and fun way

Delivered by

Chris Carter



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Teaching Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 11 October 2017	9:30am-3:30pm	17COM/014P

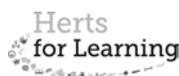
Embedding Formative Assessment with Dylan Wiliam: one-day conference

We are delighted to welcome education expert Dylan Wiliam to Hertfordshire to lead this one-day conference, in which he will share his expertise in developing outstanding formative assessment practice.

Dylan Wiliam has been one of the leading figures in developing formative assessment since the 1990s, when he co-authored 'Inside the Black Box'. He is now Emeritus Professor of Educational Assessment at University College London.

Delivered by

Dylan Wiliam



The aims of the conference are to:

- explore the latest findings from research into assessment practices that have greatest impact on learning
- explore practical classroom strategies
- explore ideas for sustaining professional learning through establishing teacher learning communities

Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Newly Qualified Teachers, Senior Leaders

Cost:

£185 - subsequent delegates from the same school
£115 (up to a max. of 4)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 7 September 2017	9:00am-3:30pm	17ASS/002A

Primary Leaders of Languages Annual Conference

This is the annual modern foreign language event of the year. Delegates can listen to key speakers, be updated on the latest issues surrounding modern languages teaching in primary schools and, as always, have some time to network and share ideas

By attending the conference participants will:

- gain an update on the national, regional and local picture in primary languages
- be able to share innovative ideas and good practice
- be able to network with colleagues

Delivered by

Yvonne Kennedy



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 1 December 2017	9:00am-4:00pm	17MFL/007P

Primary NQT induction programme for NQTs in KS1 and KS2 (East)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By the end of the course participants will have:

- been guided through the expectations of the induction period
- engaged in the process of professional development
- had the opportunity to reflect on their practice
- had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Theobalds Park Hotel, Waltham Cross	Wed 4 October 2017	9:00am-4:00pm	17NQT/050P
Theobalds Park Hotel, Waltham Cross	Wed 7 February 2018	9:00am-4:00pm	
Theobalds Park Hotel, Waltham Cross	Wed 27 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (North)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By the end of the course participants will have:

- been guided through the expectations of the induction period
- engaged in the process of professional development
- had the opportunity to reflect on their practice
- had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:00am-4:00pm	17NQT/033P
Hertfordshire Development Centre	Tue 30 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 19 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (South)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By attending the programme participants will:

- have been guided through the expectations of the induction period
- have engaged in the process of professional development
- have had the opportunity to reflect on their practice
- have had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Fielder Centre, Hatfield	Tue 3 October 2017	9:00am-4:00pm	17NQT/035P
Fielder Centre, Hatfield	Tue 6 February 2018	9:00am-4:00pm	
Fielder Centre, Hatfield	Tue 26 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (West)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By attending the programme participants will:

- have been guided through the expectations of the induction period
- have engaged in the process of professional development
- have had the opportunity to reflect on their practice
- have had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



Contact us

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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Aubrey Park Hotel, Redbourn	Wed 27 September 2017	9:00am-4:00pm	17NQT/034P
Aubrey Park Hotel, Redbourn	Wed 31 January 2018	9:00am-4:00pm	
Aubrey Park Hotel, Redbourn	Wed 20 June 2018	1:00pm-4:00pm	

Primary Science Conference

This is the major science event of the year. Delegates can listen to key speakers, participate in workshops, review the resources exhibition and, as always, have some time to network and share ideas with colleagues from other schools and the Local Authority.

The final programme for the conference will be sent out early in the autumn term.

By attending the course participants will:

- have up-to-date knowledge of the science curriculum
- explore the current issues facing primary science
- consider new innovations and resources for science teaching

Delivered by

Charlotte Jackson



Contact us

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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:

UH Bayfordbury Campus, Science Building

Date(s):

Fri 20 October 2017

Time:

9:00am-4:00pm

Course code:

17SCI/005P

Being yourself: valuing diversity in your setting

This two-part course will enable delegates to explore why everyone in the setting should be accepted for who they are and be proud of themselves and their families. Auditing inclusive provision and ideas for inclusive practice will be key components. Part one will consider a range of challenges that face practitioners when creating an inclusive setting and will introduce an auditing tool. Part two will reflect on findings from audits and consider strategies and ideas for embedding best practice in a bespoke way.

By attending the course participants will:

- have a better understand the unique child, their family and their community
- ensure that children & families see their stories reflected and valued in the setting
- audit your setting effectively and identify areas for development
- create a fully inclusive setting that reflects and values everyone's individuality

Delivered by

Kate Stockdale and Sue Tanton



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Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, INCos/SENcos, Newly Qualified Teachers, Teaching Assistants

Cost:

£140 (£155)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-12:00pm	17PSE/013P
Hertfordshire Development Centre	Tue 28 November 2017	9:00am-12:00pm	

Defeating disadvantage - maximising the use of the Early Years pupil premium to accelerate progress

This course will look at practical strategies and current research into the effective use of the early years pupil premium funding and its impact on improving outcomes for children.

By attending the session participants will:

- understand current research and the implications this has on your practice
- explore effective, practical strategies to promote progress for children at risk of disadvantage
- develop strategies to evaluate interventions and confidently demonstrate impact

Delivered by

Hayley Yendell



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Headteachers, INCos/SENcos, Teaching Assistants, Deputy/Asst Headteachers

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
The Stanborough Centre, Watford	Mon 9 October 2017	1:00pm-4:00pm	17EAY/031P
Hertfordshire Development Centre	Wed 11 October 2017	9:00am-12:00pm	17EAY/032P

Developing young scientists in Early Years and Key Stage 1

Primary science should inspire pupils and their natural curiosity. Harnessing this curiosity involves providing opportunities for pupils to ask questions, explore materials and the environment, observe, test things out and find answers to questions. Exploring what it means to be a scientist will not only engage and excite pupils but also develop essential working scientifically skills.

This course is for teachers and subject leaders who are looking to inspire future scientists and develop life-long learning skills.

Delivered by

Charlotte Jackson



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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:00am-4:00pm	17SCI/009P

Effective and efficient observation, assessment and planning in the EYFS

This course is for delegates who want to:

- make learning journals work for them
- streamline their observational assessment
- set up time-efficient planning systems
- meet the needs of all children

By attending the course participants will:

- gain confidence in observing and evaluating children's outcomes
- understand how observation should influence planning
- consider effective and manageable systems for assessment and planning
- understand how to plan for adult-led activities and enhanced continuous provision
- discuss how to respond to children's interests

Delivered by

Caroline Luck and Lucy Chadwick



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:00am-4:00pm	17EAY/022P

Exploring technology in the EYFS

This course is designed to support EYFS staff in providing exploration and learning opportunities around technology. It will provide innovative approaches which can be used to engage children's interest, not just using technology, but also developing a curiosity about how that technology works. The course aims to support EYFS teaching staff in providing an essential foundation for the 2014 computing curriculum. For those using the Primary Computing Scheme, the content is relevant to the EYFS potential learning themes. The course will cover: exploring, using and developing understanding of classroom tools and toys; investigating simple onscreen activities related to EYFS children's learning; sharing data from different sources, including pictograms and data sensing tools and toys; capturing, creating and exploring digital images using different devices; supporting early interest in programming through the use of unplugged programming approaches as well as exploring simple programmable toys; investigating simple digital mark-making and writing; using simple sound devices to capture and playback sound; encouraging children to develop curiosity about the technological world around them; understanding the eSafety aspect for EYFS.

By attending the course participants will:

- develop their understanding of supporting young children in exploring technology safely and creatively
- explore and develop useful resources and approaches
- develop confidence in providing a good foundation for children in accessing the 2014 computing curriculum (including the latest version of the Primary Computing Scheme)
- have a hands-on experience of relevant iPad/tablet apps and consider how these might support this area of learning
- explore and use technology in a creative and fun way

Delivered by

Chris Carter and
Vrinda Thacker



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders,
Early Years Practitioners, Teaching Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:30am-3:30pm	17COM/015P

EYFS NQT induction programme

This popular, interactive and exciting programme run by the Early Years team will support newly qualified teachers in the Early Years Foundation Stage (EYFS), through a tailor made programme. This will consist of five full days over the academic year.

By attending the programme participants will:

- reflect upon the importance of the learning environment, both indoors and outdoors and plan improvement
- develop classroom organisational skills and use of resources including the deployment of adults
- develop an understanding of the role of the adult in supporting the unique child in adult-directed and child-initiated activities
- evaluate their practice to identify their continuing professional development needs and maximise the opportunity for developing supportive networks between NQT colleagues
- identify the impact of their work on learners and, as appropriate, others with whom you work with including outside agencies

Delivered by

Lucky Khara and
Early Years Advisers



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£640 (£720)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-4:00pm	17NQT/024P
Hertfordshire Development Centre	Wed 8 November 2017	9:30am-4:00pm	
Hertfordshire Development Centre	Thu 8 March 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Tue 24 April 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Thu 24 May 2018	9:30am-4:00pm	

Foundation Stage essentials

This course, comprised of three half-days, will keep you up to date with current thinking and good practice around all elements of high-quality provision in the foundation stage.

This course will respond to the DfE and Ofsted changes at the time of the course, so that the most up-to-date information is shared.

By the end of the course participants will have:

- an improved understanding of the practitioner role in the Early Years Foundation Stage
- gained knowledge in the development of a high-quality learning environment
- understood how to gather and evaluate information about children's development and progress
- more of an understanding in planning to ensure that provision and teaching address every child's needs

Delivered by

Caroline Luck and Sue Tanton



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, New Headteachers, Teaching Assistants

Cost:

£190 (£210)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-12:00pm	17EAY/020P
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-12:00pm	
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-12:00pm	

Guided reading at Key Stage 1: developing fluent readers

"The National Curriculum for English aims to ensure that all pupils read easily, fluently and with good understanding." (DfE 2014)
Supporting delegates in delivering effective guided reading to pre-fluent readers, this course will help delegates to scaffold reading skills from the early use of systematic synthetic phonics when decoding text, through to fluent reading at Year 2. The approaches are particularly useful for those struggling with learning long vowel phonemes ('Letters and Sounds' Phase 5).

The session will develop delegates' understanding of the core elements of guided reading, particularly focusing on text selection, strategy checks, matching texts to reading strategies and ensuring challenge at the appropriate level. Application of phonics will be exemplified through the teaching of reading strategies at several ability levels up to Year 2 age related expectations.

Delegates will have many opportunities to unpick the well-received PA+ 'Year R-Year 2 Guided Reading Booklet' throughout this session.

The aims of this course are to:

- explore the revised expectations for reading within the National Curriculum
- explore examples of systematic synthetic phonic application in guided reading practice at a range of ability levels
- review the principles of effective guided reading
- further deepen delegates' understanding of pitch, pace and progression in text reading
- support delegates in addressing the practicalities of working guided reading into a busy classroom schedule

Delivered by

Kirsten Snook



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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 15 November 2017	9:00am-12:00pm	17ENG/048P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - EYFS

This stimulating and engaging course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022 at EYFS. Inspirational ideas and resources for Nursery and Reception will be provided by author and Early Years specialist Gill Vaisey. Through a mix of tutor led input and discussion, together with practical demonstration and participation in exemplar activities, delegates will explore the EYFS programme of study.

Participants will consider a range of teaching and learning strategies for ensuring that RE for this age group is entirely appropriate and meaningful. Comprehensive course notes will provide practitioners with examples and a model for future planning and implementation of exciting, engaging RE that is fun for pupils and easy for teachers.

Participants will be prepared to implement the new statutory requirements for Religious Education at Reception and non-statutory entitlement for Nursery children from September 2017 and become more confident in teaching RE at EYFS.

By attending the course participants will:

- examine the new requirements for EYFS set out in the Hertfordshire agreed syllabus of Religious Education 2017-2022 and how these naturally link with the requirements of the People and Communities section of the EYFS
- participate in a range of cross-curricular, practical and enjoyable activities that can be used with Foundation Stage children to support the beliefs and culture elements of the 2014 EYFS curriculum and Religious Education
- identify appropriate resources and activities that enables People and Communities/RE to be explored as part of an integrated curriculum for Early Years children
- explore Understanding Christianity accredited resources from Books at Press and how they support the units and concepts for EYFS
- understand the relationship between Religious Education and Cultural Diversity and recognise the contribution that RE can make to Spiritual, Moral and Social Development and fulfilling the Ofsted criteria for promoting British Values

Delivered by

Lisa Kassapian and Gill Vaisey



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01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:00pm	17RED/007P

Jazz up your music teaching!

Music can be used to support all areas of a child's development and learning. This twilight session will be packed full of practical ideas about how to promote children's musical ability, inspire their learning and ignite a life-long love of music.

By attending the course participants will:

- explore the potential of music when it is embedded in all areas of learning
- understand the elements of music and how these can be explored by young children
- identify cost effective strategies to ensure that children have access to a wide range of musical opportunities

Delivered by

Rose Blair



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, INCoS/SENCoS, Newly Qualified Teachers, Teaching Assistants

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Kings Langley Primary School	Thu 16 November 2017	4:00pm-6:00pm	17EAY/027P

Leading your Foundation Stage

This two-day course will build delegates skills and confidence as a leader in Early Years.

By attending the course participants will:

- gain confidence in evaluating, monitoring, challenging and improving practice in their Early Years
- understand the welfare and safeguarding requirements for Early Years
- enhance their confidence in developing and coaching their team to drive improvements
- review systems to use data to demonstrate progress and attainment to inform planning
- review their Early Years action plan and know how to contribute to school self evaluation and Ofsted readiness

Delivered by

Caroline Luck and Lucky Khera



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Event details

Audience:

Leadership Team, Middle Leaders, New Headteachers, Senior Leaders

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:30am-4:00pm	17EAY/019P
Hertfordshire Development Centre	Tue 17 October 2017	9:30am-4:00pm	

Let's get physical!

Explore how to develop your provision to provide a range of gross motor opportunities to promote learning and development in your children.

By attending the course participants will:

- understand the benefits of gross motor movement activity and how this impacts on fine motor development
- take part in physical activities that will inform your classroom practice
- explore how to differentiate and extend these activities to meet the needs of your children

Delivered by

Jane Greenslade



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Newly Qualified Teachers, Support Staff, Teaching Assistants

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Swallow Dell Primary, Welwyn Garden City	Wed 4 October 2017	4:00pm-6:00pm	17EAY/037P

Magic maths and funky phonics

This one-day course will support practitioners to improve outcomes for children through a systematic approach to teaching maths and early literacy.

By attending the course participants will:

- develop strategies to accelerate progress and ensure improved outcomes for children
- understand the clear progression of skills in maths and literacy
- consider teaching and learning opportunities in adult-led and child-initiated learning
- investigate practical ideas to create an enabling environment which will support and enhance early reading and mathematical development
- understand how effectively music can support learning and development and enrich children's experiences

Delivered by

Hayley Yendell,
Rose Blair and Jane
Greenslade



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners,
Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 9 November 2017	9:30am-4:00pm	17EAY/028P

Paint, squiggle, draw! Teaching children the skills of painting and drawing

This practical session focuses on how to teach children the progression of skills of drawing and painting. Practitioners will be provided with ideas on how to organise a range of resources in an accessible way that promotes children's independent choices in art.

By attending the course participants will:

- understand the importance of teaching children skills to enable them to draw and paint
- explore the adult's role in supporting children with the application of taught skills
- gain ideas about how to create an enabling environment that promotes independent skill development

Delivered by

Hayley Yendell



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01438 844792

Event details

Audience:

Classroom Teachers, Early Career Teachers, Early Years Practitioners, Headteachers, INCos/SENCOs, Leadership Team, Newly Qualified Teachers, Support Staff, Teaching Assistants

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Hartsfield JMI School, Baldock	Mon 6 November 2017	4:00pm-6:00pm	17EAY/034P

Phase 1-2 phonics: teaching and supporting 'Letters and Sounds'

This course is designed for Foundation Stage practitioners working with 'Letters and Sounds'. Delegates will explore the central importance of speaking, listening and language comprehension in providing a strong foundation for early reading and writing. The three key learning strands within Phase 1 will be explored, together with practical ideas for developing these aspects within their setting. Guidance on assessing children's competence within Phase 1 will be shared and detailed subject knowledge for Phase 2 provided. The course will also explore practical strategies for delivering Phase 2 'Letters and Sounds', as well as ideas for supporting application of these skills within early reading and writing.

By attending the course participants will:

- develop their understanding of the relationship between language comprehension and literacy development
- explore the role of speaking and listening in supporting early phonological awareness
- receive practical ideas for delivering Phases 1 and 2
- feel secure in assessing pupils' progress within Phases 1 and 2
- develop their understanding of age-related expectations regarding pace and progression in phonics teaching

Delivered by

Kirsten Snook and Ruth Goodman



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01438 844882

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 9 November 2017	9:00am-4:00pm	17ENG/046P

Phase 2-4 phonics: teaching and supporting 'Letters and Sounds'

This course will give delegates the confidence to plan, teach and assess phases 2-4 of 'Letters and Sounds' and support the application of these skills within reading and writing. The session is designed to support delegates in developing their understanding of phonic acquisition. Some basic phonics subject knowledge is assumed.

The aim of the course is to:

- develop an understanding of the acquisition of phonological awareness
- develop an understanding of the phonic phases 2-4 as well as assessment and progression
- build confidence in planning for and delivering the daily phonics teaching sequence and assessing pupils' progress
- examine strategies for supporting pupil's application of phonics across the curriculum

Delivered by

Michelle Nicholson and Ruth Goodman



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01438 844882

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-4:00pm	17ENG/031P

Phonics: effective planning and teaching through 'Letters and Sounds'

Designed to support NQTs and teachers new to Early Years or Key Stage 1. Delegates will have the opportunity to both secure their own phonic subject knowledge as well as develop familiarity with the guidance for phonics teaching through exploration of the 'Letters and Sounds' publication.

Delegates will explore key strands of the phonics curriculum through practical approaches and hands-on activities, examine the relationship between speaking and listening and early phonological awareness, and investigate useful strategies for assessment of phonics.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving Key Stage.

By attending the course participants will:

- develop an understanding of the acquisition of phonological awareness and progression within the phonic phases
- develop an understanding of Year 1 expectations for phonics and spelling in the National Curriculum
- become confident in using 'Letters and Sounds' to plan for and deliver the daily phonics teaching sequence
- explore strategies for supporting children's application of phonics across the curriculum
- develop an understanding of assessment strategies and tracking

Delivered by

Ruth Goodman



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-4:00pm	17NQT/038P

Securing high-quality provision when offering 30 hours in the EYFS

During this course, Foundation Stage staff teams will have the opportunity to explore successful strategies to ensure children accessing their 30 hours entitlement receive high quality provision.

By attending the course participants will:

- understand the aspects of the statutory requirements of the EYFS in relation to 30 hours provision
- review the appropriateness of the daily routine
- consider the effectiveness of the role of the adult
- know how to provide a high quality environment to meet children's needs
- reflect upon the impact of well-managed transitions and learn from experienced practitioners already providing this offer

Delivered by

Lucy Chadwick



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01438 844792

Event details

Audience:

Classroom Teachers, Leadership Team, Senior Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 21 September 2017	9:00am-12:00pm	17EAY/017P
Hertfordshire Development Centre	Thu 21 September 2017	1:00pm-4:00pm	17EAY/018P

Securing starting points for Nursery and Reception children - moderating Early Years outcomes

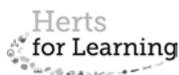
This course is designed to discuss assessments on three children from each delegate's school. It will support delegates in making judgments of children's development against the Early Years outcomes.

By attending the course participants will:

- receive updates on attainment and progress in the Early Years Foundation Stage
- take part in a joint moderation task
- gain peer-to-peer support for moderation
- gain validation of judgments
- agree accuracy of assessment

Delivered by

Early Years Advisers



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
The Stanborough Centre, Watford	Mon 2 October 2017	9:30am-12:00pm	17EAY/043P
South Hill Centre, Hemel Hempstead	Mon 2 October 2017	1:30pm-4:00pm	17EAY/044P
Hertfordshire Development Centre	Wed 4 October 2017	9:30am-12:00pm	17EAY/023P
Hertfordshire Development Centre	Thu 5 October 2017	1:30pm-4:00pm	17EAY/024P
Wodson Park Sports & Recreation Centre, Ware	Fri 6 October 2017	1:30pm-4:00pm	17EAY/045P

Sowing the seeds of success: growing courageous learners through Assessment for Learning in the Early Years and Year 1

Research continues to demonstrate that the characteristics central to the most successful learners are learned and developed in the very early stages of education. This places teachers of the Foundation Stage and Year 1 in uniquely important roles for the embedding of principles and qualities that will carry children through the rest of their schooling and into adult life. Through effective implementation of AfL and the development of a strong learning culture, teachers have the power to set children on this path to success.

This course will explore the ways in which teachers of the Foundation Stage and Year 1 can develop AfL in their classrooms. We will look at what we mean by the term AfL and the principles that underlie it as well as practical tried and tested ideas. The day will focus on learning mindsets, pre-planning, modelling, success criteria, feedback and the most crucial elements of creating a strong learning classroom.

By the end of the course participants will have:

- an understanding of the key principles of Assessment for Learning and research surrounding learning development within an Early Years and Key Stage 1 context
- a range of ideas and confidence to experiment with some of the techniques
- practical strategies to use directly in the classroom

Delivered by

Sophie MacNeill



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01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, Middle Leaders, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:30am-4:30pm	17ASS/049P

Supporting children to become effective writers

This two-part course will inspire teachers to support children to want to write.

By the end of the course participants will have:

- a deeper understanding of how children learn to write
- a range of practical ideas to get children to want to write
- identified what children need in the enabling environment to encourage them to want to write
- a clearer understanding of the place of 'shared writing' in both adult directed and child initiated learning
- a deeper understanding of the physiological changes occurring in children and how these can impact on the writing process

Delivered by

Sarah Kingham



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01438 844792

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders, Newly Qualified Teachers, Teaching Assistants

Cost:

£140 (£155)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-12:00pm	17EAY/030P
Hertfordshire Development Centre	Wed 1 November 2017	9:00am-12:00pm	

Teaching assistants: spotlight on phonics and spelling

Are you new to phonics or have you been delivering phonics for a while but would like some reassurance that you are on the right track? Have you been asked to support phonics within the Foundation Stage, Key Stage 1 or Key Stage 2 as part of small group work or within whole-class sessions and want to ensure that you are getting it right?

During the session delegates will have the opportunity to get to grips with synthetic phonics and will spend the day securing an understanding of progression through the phonic phases of 'Letters and Sounds'. A range of practical activities will be explored that can be used with pupils across the primary phase.

By attending the course participants will:

- improve your synthetic phonics subject knowledge
- gain a clear understanding of progression in phonics
- develop a good grasp of practical ideas that will support all pupils in using phonics to secure word reading and later spelling skills

Delivered by

Alison Dawkins and Sabrina Wright



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 6 November 2017	9:30am-4:00pm	17ENG/044P

Tell me a story - storytelling through role play and music

Explore how to create engaging role play areas and develop musical skills through storytelling.

By attending the course participants will:

- discover how to establish effective, exciting and stimulating role play areas
- investigate practical ideas for teaching skills through role play
- understand how musical skills can be supported through role play and storytelling
- develop confidence in teaching through the expressive arts

Delivered by

Rose Blair and Jane Greenslade



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01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 3 November 2017	9:30am-4:00pm	17EAY/029P

The importance of teaching during child-initiated learning

This course looks at the revised EYFS statutory requirement to provide a balance of adult-led and child-initiated learning and how the adult's role takes children on their learning.

By the end of the course participants will have:

- a deeper understanding of what high-quality teaching during child-initiated learning looks like
- an understanding of the practitioner's role in providing an enabling learning environment
- considered the range of skills children need to be taught for them to best explore the learning environment indoors and outdoors
- considered how the transitions to and from child initiated learning best support and extend children
- an opportunity to consider how to challenge and extend children's play

Delivered by

Sarah Kingham



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£140 (£155)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 7 November 2017	9:00am-12:00pm	17EAY/036P
Hertfordshire Development Centre	Thu 30 November 2017	9:00am-12:00pm	

The practitioner's role in the EYFS classroom

This one-day course will ensure practitioners have a clear understanding of their role in the EYFS.

By attending the course participants will:

- build knowledge around the adult's role in child initiated and adult led learning
- explore the role of questioning in consolidating and extending learning
- improve understanding of how high quality observational assessment feeds into provision
- understand how to use 'what nexts' to enhance learning and development

Delivered by

Hayley Yendell



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 21 November 2017	9:30am-4:00pm	17EAY/033P

Tuning into children - a practical approach to linking child development into practice

This practical twilight session will help delegates deepen their understanding of child development and how this influences practice and provision to meet all children's needs.

By attending the course participants will:

- understand how knowledge of child development underpins good teaching and learning
- have more confidence in knowing how to plan effectively to meet the needs of the individual child

Delivered by

Lucy Chadwick



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants, Senior Leaders

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Margaret Wix Primary School, St Albans	Thu 12 October 2017	4:00pm-6:00pm	17EAY/026P

Understanding and analysing your Early Years Foundation Stage data

Want to be able to use EYFS data to support self-evaluation and strategic planning?

This course will support delegates to interrogate and know their data. It will enable delegates to use data to support conversations with SLTs, SIPs, Governors and Ofsted.

By attending the course participants will:

- receive updates on evaluating EYFS achievement
- further understand how to use their EYFS data to show progress and attainment
- develop confidence in the principles of EYFS data analysis and develop skills enabling them to evidence their data picture
- have an opportunity to reflect on their school's EYFS data for 2017

Delivered by

Caroline Luck and Lucy Chadwick



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Headteachers, New Headteachers, All Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 11 October 2017	1:00pm-4:00pm	17EAY/021P

Using Assessment Manager 7 in the Early Years Foundation Stage

The EYFS Progress Toolkit for SIMS AM7 has been developed by HfL over many years, to provide EYFS practitioners and leaders with access to the information they require to plan next steps and report on the attainment and progress of individuals and groups of pupils, including various vulnerable groups within the cohort.

During the course, we will guide delegates through how to generate the various analysis reports from the Toolkit and interpret them, with delegates using a workstation to gain hands-on experience. The main focus of this course will be the analysis of data, however we will cover some key information that underpins how the Toolkit works, such as the grades available. Further support for inputting data into the Toolkit can be provided at school level via the ICT Service Desk.

By attending the course participants will:

- be given an overview of the EYFS Progress Toolkit
- understand how to generate the various reports
- increase their confidence in analysing EYFS data
- understand the terminology used within the Toolkit

Delivered by

Paul Roberts and Caroline Luck



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders, Senior Leaders

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 10 November 2017	9:30am-12:30pm	17SIT/083P

Work or play in the Early Years

Are you new to the EYFS? Do you feel a little guilty that your colleagues further up the school might see you having too much fun? This twilight will give you the confidence to know that children learn best through play and you, the playful practitioner, are the best person to help them learn. The adults role will be explored and it is intended you will leave on a high.

By attending this session you will:

- understand the role of the adult during both adult-directed activity and child-initiated play
- gain a deeper understanding of how children learn
- understand the significance of an enabling environment to ensure that children do learn through play

Delivered by

Sarah Kingham



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Headteachers, INCos/SENcos, Leadership Team, Newly Qualified Teachers, Support Staff, Teaching Assistants

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
St Michael's C of E (VA) Primary School	Thu 5 October 2017	4:00pm-6:00pm	17EAY/025P

Analysing your data for English and maths subject leaders

This course will give English and maths subject leaders an introduction to (or reminder of) the key tools for analysing pupil performance at the end of the key stages. The main focus will be on using the Hertfordshire assessment profile and the data in the new Analyse School Performance tool, although the use of Fischer Family Trust (FFT) data and the tracking of pupil progress will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

Delivered by

Ben Fuller



Event details

Audience:

Curriculum/Subject Leaders

By attending the course participants will:

- understand the core subject data presented in the Hertfordshire assessment profile, Analyse School Performance and FFT
- understand how to analyse the data to identify key strengths and weaknesses
- have the opportunity to spend time analysing their data supported by advisers

Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 11 December 2017	9:30am-4:00pm	17ASS/069P

Assessing and securing greater depth in Year 6 writing

This full-day course, delivered jointly by the English and Assessment Teams, will focus on what 'working at great depth' in Year 6 could look like for writing in the Year 6 classroom. Using the few statements from the Interim Teacher Assessment Framework in conjunction with the published writing exemplar, we will explore each statement in turn and provide detailed guidance on the sorts of evidence that would support a judgement at this standard. A range of teaching approaches, writing opportunities and suitable texts to support pupils in achieving the greater depth measure will be shared. Developing pupils as confident, mature writers - both in technical and authorial terms - will underpin the course content.

By attending the course participants will:

- gain confidence assessing writing at 'greater depth' - knowing what it is, and what it isn't
- discuss examples of work from pupils who might be considered working at greater depth in Year 6 in writing, exploring what makes good writing evidence
- consider how to use the remaining time available to both secure the learning required and help pupils to demonstrate it in their work
- explore writing opportunities and texts that are well-placed to provide good evidence to demonstrate pupils' learning

Delivered by

Martin Galway and
Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 8 November 2017	9:00am-4:00pm	17ENG/045P

Becoming a highly effective English subject leader

This training is aimed at English subject leaders who are either new to the role or looking to enhance their contribution to improving English across the school.

Throughout the course, delegates will gain an in-depth understanding of the expectations of core subject leadership. Delegates will develop their capacity to evaluate teaching and learning across a range of evidence to drive improvement throughout the school.

The key elements of English subject leadership will be explored through a spotlight on each of the different aims of the English curriculum: effective spoken language, fluent reading for meaning, writing for a range of purposes and vocabulary development. This will enable subject leaders to deepen subject-specific knowledge and understanding.

Schools attending both the English and maths highly effective subject leader courses will receive a 15% discount.

The aims of the course are to:

- examine the role of the subject leader to support you in proactively driving progress and improvements in English
- embed systems that will allow you to manage the challenges and create opportunities to drive standards forward
- create a valuable evidence base for school self-evaluation
- help you to consolidate your learning through a variety of school-based gap tasks
- deepen your understanding of subject-specific content and explore strategies for promoting the aims of the English curriculum across the school

Delivered by

Kirsten Snook and
Theresa Clements



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£510 (£578)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	1:00pm-4:00pm	17ENG/061P
Hertfordshire Development Centre	Tue 21 November 2017	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 24 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 1 May 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 26 June 2018	1:00pm-4:00pm	

Diminishing the difference: accelerating progress in English at Key Stage 1

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." **Narrowing the Gaps: from data analysis to impact - the golden thread (DfE).**

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils.

Under-attaining pupils, or those falling behind, are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment.

During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 1
- develop a deeper understanding of differentiation to meet a range of needs and learning styles

Delivered by

Kirsten Snook and
Alison Dawkins



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:00am-4:00pm	17ENG/042P

Diminishing the difference: accelerating progress in English at Key Stage 2

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." Narrowing the Gaps: from data analysis to impact - the golden thread. (DfE).

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils. Under-attaining pupils - or those falling behind - are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment.

During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 2
- develop a deeper understanding of differentiation to meet a range of needs

Delivered by

Michelle Nicholson
and Sabrina Wright



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCoS/SENCoS, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:00am-4:00pm	17ENG/038P

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 1 and 2

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions.

Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Sabrina Wright and
Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:00am-4:00pm	17NQT/042P

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 3 and 4

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions. Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Alison Dawkins and
Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:00am-4:00pm	17NQT/044P

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 5 and 6

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions. Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Michelle Nicholson
and Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 6 December 2017	9:00am-4:00pm	17NQT/045P

Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Ben Fuller



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 13 October 2017	9:30am-4:00pm	17NQT/046P

Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Sophie MacNeill



Contact us

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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:30am-4:00pm	17NQT/047P

Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Clare Hodgson



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17NQT/048P

Guided reading at Key Stage 1: developing fluent readers

"The National Curriculum for English aims to ensure that all pupils read easily, fluently and with good understanding." (DfE 2014)
Supporting delegates in delivering effective guided reading to pre-fluent readers, this course will help delegates to scaffold reading skills from the early use of systematic synthetic phonics when decoding text, through to fluent reading at Year 2. The approaches are particularly useful for those struggling with learning long vowel phonemes ('Letters and Sounds' Phase 5).

The session will develop delegates' understanding of the core elements of guided reading, particularly focusing on text selection, strategy checks, matching texts to reading strategies and ensuring challenge at the appropriate level. Application of phonics will be exemplified through the teaching of reading strategies at several ability levels up to Year 2 age related expectations.

Delegates will have many opportunities to unpick the well-received PA+ 'Year R-Year 2 Guided Reading Booklet' throughout this session.

The aims of this course are to:

- explore the revised expectations for reading within the National Curriculum
- explore examples of systematic synthetic phonic application in guided reading practice at a range of ability levels
- review the principles of effective guided reading
- further deepen delegates' understanding of pitch, pace and progression in text reading
- support delegates in addressing the practicalities of working guided reading into a busy classroom schedule

Delivered by

Kirsten Snook



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 15 November 2017	9:00am-12:00pm	17ENG/048P

Guided reading at Key Stage 2: developing thinking readers

This course supports delegates in delivering effective guided reading to pupils that are meeting the age related expectations for the end of KS1 and upwards, when the emphasis of guided reading sessions will shift from learning to read to embedding comprehension skills.

The session will develop delegates understanding of the core elements of effective guided reading focusing particularly on text selection, developing key reading strategies, objective driven learning, encouraging response and reflection. The course will also address other key issues including making assessment meaningful and manageable, developing 'reading for pleasure' through the guided reading carousel and guided reading for the more able.

Delivered by

Kathy Roe



Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Venue:

Hertfordshire Development Centre

Date(s):

Wed 15 November 2017

Time:

1:00pm-4:00pm

Course code:

17ENG/049P

The aim of the course is to:

- explore the revised expectations for reading within the National Curriculum
- explore examples of guided reading practice at a range of ability levels
- review the principles of effective guided reading
- further delegates understanding of pitch, pace and progression
- support delegates in addressing the practicalities of working guided reading into a busy classroom schedule

Contact us

anne.coad@hertsforlearning.co.uk
01438 844858

Cost:

£75 (£85)

Key Stage 1 grammar: the fine detail and application

This course will explore the grammar element of the Year 1 and Year 2 programmes of study from the National Curriculum, using text-based activities.

Delegates will engage with practical and fun approaches to securing pupils' understanding of sentence structure and key terminology, together with clear and concise definitions and explanations. Delegates will also consider how grammar is taught alongside composition to create and change meaning. During the session, delegates will engage with a range of approaches that can be embedded in future planning for engaging lessons that build their pupils' understanding and interest.

By attending the course participants will:

- explore the Year 1 and Year 2 grammar programme of study
- develop clear and concise definitions and explanations of the grammatical elements
- identify appropriate pedagogical approaches to develop pupils' understanding
- explore text-based approaches to exemplify how grammar creates meaning

Delivered by

Jane Andrews and
Kerry Godsman



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Thu 30 November 2017

Time:

9:00am-4:00pm

Course code:

17ENG/057P

Marking and feedback: making it manageable and meaningful in both English and mathematics

The central role of effective feedback in raising attainment, supporting progress and closing gaps in learning has been well documented, and has an even greater profile in the new Ofsted framework. High-quality feedback is a critical component in provision for English and mathematics, but striking the right balance between workload and impact has its challenges. This course explores the ways in which school policies, approaches and monitoring activities create a culture of aspiration and continuous improvement. Ways in which these would enable pupils to use feedback to 'improve their knowledge, understanding and skills in English and mathematics' will be explored.

The course will give delegates the opportunity to reflect on current practice and consider how to develop a consistent whole school approach to marking and feedback that is fully supportive of pupil's continuing development in English and maths, fosters positive attitudes towards and develops 'curious, interested' learners and provides a range of manageable feedback models to adopt and adapt to suit the needs of their pupils.

By attending the course participants will:

- learn how to use a range of manageable approaches to feedback and marking to enhance progress and attainment in English and maths
- improve your understanding of how effective feedback and marking helps pupils to develop as reflective learners
- have the opportunity to reflect on their own practice that will feed into school policies and inform monitoring

Delivered by

Martin Galway and David Cook



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 16 November 2017	9:00am-4:00pm	17ENG/050P

Mastering spelling at Year 2: accuracy, rules and patterns

Teaching or supporting pupils with Year 2 age related phonics and spelling? National Curriculum 2014 introduces Year 2 pupils to some important changes in the way they think about phonics for spelling. Led by experts, the day unpicks key subject knowledge through using practical ideas and hands-on activities. Delegates will leave feeling confident to deliver effective teaching and support for Year 2 phonics and spelling. It will prepare delegates for the spelling element of both the GAPS test and writing teacher assessment. The activities are also powerful for those supporting struggling older spellers who need to become more accurate in their spelling.

Those who have attended Phase 5-6 training before the 2014 curriculum was implemented would also benefit from this course, as some aspects are new into Year 2 and some are no longer necessary.

By attending the course participants will:

- develop subject knowledge in relation to meeting Year 2 age-related expectations
- explore the approaches needed for the transition from phonic into early morphological knowledge
- deepen understanding of planning, delivery and assessment
- refresh strategies for application and embedding of skills

Delivered by

Kirsten Snook and Michelle Nicholson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 28 November 2017	9:00am-4:00pm	17ENG/056P

New to Year 2

This course is for teachers who are new to, or returning to, teaching in Year 2.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 1 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 1
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Mon 25 September 2017

Time:

9:30am-4:00pm

Course code:

17ASS/048P

New to Year 6

This course is for teachers who are new to, or returning to, teaching in Year 6.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 2 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 2
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Clare Hodgson



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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Tue 26 September 2017

Time:

9:30am-4:00pm

Course code:

17ASS/047P

Phase 1-2 phonics: teaching and supporting 'Letters and Sounds'

This course is designed for Foundation Stage practitioners working with 'Letters and Sounds'. Delegates will explore the central importance of speaking, listening and language comprehension in providing a strong foundation for early reading and writing. The three key learning strands within Phase 1 will be explored, together with practical ideas for developing these aspects within their setting. Guidance on assessing children's competence within Phase 1 will be shared and detailed subject knowledge for Phase 2 provided. The course will also explore practical strategies for delivering Phase 2 'Letters and Sounds', as well as ideas for supporting application of these skills within early reading and writing.

By attending the course participants will:

- develop their understanding of the relationship between language comprehension and literacy development
- explore the role of speaking and listening in supporting early phonological awareness
- receive practical ideas for delivering Phases 1 and 2
- feel secure in assessing pupils' progress within Phases 1 and 2
- develop their understanding of age-related expectations regarding pace and progression in phonics teaching

Delivered by

Kirsten Snook and Ruth Goodman



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 9 November 2017	9:00am-4:00pm	17ENG/046P

Phase 2-4 phonics: teaching and supporting 'Letters and Sounds'

This course will give delegates the confidence to plan, teach and assess phases 2-4 of 'Letters and Sounds' and support the application of these skills within reading and writing. The session is designed to support delegates in developing their understanding of phonic acquisition. Some basic phonics subject knowledge is assumed.

The aim of the course is to:

- develop an understanding of the acquisition of phonological awareness
- develop an understanding of the phonic phases 2-4 as well as assessment and progression
- build confidence in planning for and delivering the daily phonics teaching sequence and assessing pupils' progress
- examine strategies for supporting pupil's application of phonics across the curriculum

Delivered by

Michelle Nicholson and Ruth Goodman



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01438 844882

Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-4:00pm	17ENG/031P

Phonics: effective planning and teaching through 'Letters and Sounds'

Designed to support NQTs and teachers new to Early Years or Key Stage 1. Delegates will have the opportunity to both secure their own phonic subject knowledge as well as develop familiarity with the guidance for phonics teaching through exploration of the 'Letters and Sounds' publication.

Delegates will explore key strands of the phonics curriculum through practical approaches and hands-on activities, examine the relationship between speaking and listening and early phonological awareness, and investigate useful strategies for assessment of phonics.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving Key Stage.

By attending the course participants will:

- develop an understanding of the acquisition of phonological awareness and progression within the phonic phases
- develop an understanding of Year 1 expectations for phonics and spelling in the National Curriculum
- become confident in using 'Letters and Sounds' to plan for and deliver the daily phonics teaching sequence
- explore strategies for supporting children's application of phonics across the curriculum
- develop an understanding of assessment strategies and tracking

Delivered by

Ruth Goodman



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-4:00pm	17NQT/038P

Raising attainment through broadening vocabulary

The value of a broad and rich vocabulary has never been more apparent. Higher levels of challenge and expectations around reading and writing have drawn national attention to this priority area. Research makes clear its critical importance in underpinning academic success. All children stand to benefit from robust vocabulary instruction - instruction that develops adept language users who can draw upon a wide bank of words and make good choices in a range of contexts. This highly practical course has been very well received by teachers. Informed by research, the course covers a wide range of practical approaches that can be implemented in the classroom quickly and effectively. It also offers Key Stage 1 and Key Stage 2 teachers the opportunity to consider the critical importance of early vocabulary development and the vital role it plays in determining future academic achievement. It will provide an opportunity to develop strategies that will support teachers in deciding which words to teach and why. Enriching and extending children's vocabulary "opens doors" to increasingly complex texts, supports reading to learn and deeper understanding, and reaps benefits across the curriculum.

The aim of the course is to:

- gain a better understanding of research around vocabulary development and how this has highlighted the critical importance of vocabulary to future attainment
- learn how to design programmes of vocabulary instruction that support better understanding and retention
- gain a range of classroom tools and strategies that will enhance vocabulary development for all learners
- consider how to embed vocabulary development across the curriculum

Delivered by

Martin Galway and Michelle Nicholson



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	9:00am-4:00pm	17ENG/059P

Responding to the Year 1 screening check

"It is essential that, by the end of their primary education, all pupils are able to read fluently, and with confidence, in any subject in their forthcoming secondary education." (The national curriculum in England - the framework, DfE, July 2013)

Early identification of need is essential in ensuring as many children as possible close any emerging gaps, in their acquisition of phonic knowledge and skills. Matching those needs to differing methods of intervention are integral parts of mapping effective provision; the trainers draw upon extensive experience of leading on phonics, early reading and writing, and literacy intervention programmes to support colleagues with their insights.

This course is aimed at supporting literacy subject leads in analysing their screening check data and using it to review the quality of phonics provision in the Foundation Stage and Key Stage 1.

By attending the course participants will:

- have an understanding of what their school data is telling them and the actions required
- be supported in developing a rigorous whole school approach to the teaching of phonics
- review strategies used for supporting children with SEN, with phonics
- review the quality of the early reading curriculum in their school
- be supported with monitoring the quality of phonics teaching in the Foundation Stage and Key Stage 1

Delivered by

Ruth Goodman and Kirsten Snook



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:00am-12:00pm	17ENG/030P

Securing age-related expectations in English - Year 2

As we continue to become familiar with the aims and content within the Key Stage 1 curriculum, it is increasingly important to understand what the end of Key Stage 1 age-related expectations should look like. Aimed at teachers working with Year 2 pupils, this course will support practitioners with strategies, practical ideas and resources that can be used to enable pupils to secure age-related learning by the end of Key Stage 1. This course will support teachers to help their pupils achieve the national standard and modify teaching to accelerate learning so that pupils achieve their potential. Delegates will secure an understanding of the key areas of focus needed to ensure the maximum number of pupils secure at least age-related expectations by the end of the year.

The aim of the course is to:

- secure an understanding of the key areas of focus needed to ensure maximum number of pupils at least secure age-related expectations
- identify key learning in Key Stage 1 and consider strategies to meet end-of-year statements
- explore barriers which might prevent pupils from achieving national expectations
- develop new strategies to support pupils in applying their learning
- feel empowered and confident in their ability to consolidate and build upon their current practice

Delivered by

Theresa Clements and Sabrina Wright



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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 17 October 2017	9:00am-4:00pm	17ENG/036P

Securing age-related expectations in English - Year 6

As we continue to grapple with the aims and content within the upper Key Stage 2 curriculum, it is increasingly important to understand what age-related expectations should look like. Aimed at teachers working with Year 6 pupils, this course will support practitioners with strategies, practical ideas and resources that can be used to enable children to secure age-related learning by the end of the upper Key Stage 2 phase.

This course will support teachers to help their pupils achieve the national standard and modify teaching to accelerate learning so that pupils achieve their potential. Delegates will secure an understanding of the key areas of focus needed to ensure the maximum number of children at least secure age related expectations by the end of the year.

The aim of the course is to:

- identify key learning in upper Key Stage 2 and consider strategies to meet end of year statements
- explore barriers which might prevent pupils from achieving national expectations
- develop new strategies to support children in applying their learning

Delivered by

Alison Dawkins and
Jane Andrews



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-4:00pm	17ENG/039P

Shared writing deconstructed: unpicking a process for raising writing standards in Years 3 and 4

This innovative and timely course aims to reignite teachers' passion for teaching writing, by demonstrating how the grammar, punctuation and spelling aspects of effective writing can be taught creatively in a way that supports pupils to use these skills to expertly craft their own written pieces. The process of shared writing is crucial in achieving this outcome.

This course will exemplify in detail each stage of this process, helping delegates to hone their understanding of the knowledge and skills needed to make this pedagogical approach work effectively in raising standards in writing. The course will outline two teaching sequences (a fiction and non-fiction), showing when and how shared writing can be used to produce quality written outcomes.

By attending the course participants will:

- develop their skills and understanding of the different stages of shared writing and how they can support dramatic improvement in pupil's written outcome
- be supported to see how the spelling, grammar and punctuation elements of the curriculum can be taught in a way that both improves pupils' subject knowledge as well as their writing
- re-ignite their passion for teaching writing

Delivered by

Martin Galway and
Penny Slater



Contact us

anne.coad@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:00am-4:00pm	17ENG/033P

Shared writing deconstructed: unpicking a process for raising writing standards in Years 5 and 6

This innovative and timely course aims to reignite teachers' passion for teaching writing, by demonstrating how the grammar, punctuation and spelling aspects of effective writing can be taught creatively in a way that supports pupils to use these skills to expertly craft their own written pieces. The process of shared writing is crucial in achieving this outcome. This course will exemplify in detail each stage of this process, helping delegates to hone their understanding of the knowledge and skills needed to make this pedagogical approach work effectively in raising standards in writing. The course will outline two teaching sequences (a fiction and a non-fiction), showing when and how shared writing can be used to produce quality written outcomes.

By attending the course participants will:

- develop their skills and understanding of the different stages of shared writing and how they can support dramatic improvement in pupil's written outcome
- be supported to see how the spelling, grammar and punctuation elements of the curriculum can be taught in a way that both improves pupils' subject knowledge as well as their writing
- re-ignite their passion for teaching writing

Delivered by

Jane Andrews and Michelle Nicholson



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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-4:00pm	17ENG/037P

Stretch and challenge for high-attaining pupils at Key Stage 1

This course will support schools to tailor their curriculum to meet the needs of, and challenge, their more-able writers. It will cover the identification of children who, despite attaining well, are at risk of 'falling behind' (Ofsted 2015).

Delegates will go on to explore a range of pedagogical approaches which will inspire and develop technical skills, individual voice and style. In Key Stage 1 rich source materials will be used to cultivate independent flexible approaches to writing allowing pupils to adapt texts.

Through engagement with this course, delegates will consider how the exemplified approaches may be used to develop a writers' culture in class that marries high expectations with high-quality outcomes for all.

By attending the course participants will:

- gain a deeper understanding of the needs of the more able writers including some of the pitfalls that can later inhibit them
- develop your understanding of specified approaches to adapt planning to increase pitch and challenge for more able writers
- improve their awareness of how to utilise high quality texts to ensure high-quality writing outcomes

Delivered by

Martin Galway



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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 22 November 2017	9:00am-12:00pm	17ENG/053P

Stretch and challenge for high-attaining pupils at Key Stage 2

This course will support schools to tailor their curriculum to meet the needs of, and challenge, their more-able writers. It will cover the identification of pupils who, despite attaining well, are at risk of 'falling behind' (Ofsted 2015).

Delegates will go on to explore a range of pedagogical approaches which will inspire and develop technical skills, individual voice and style. In Key Stage 2, the journey of the more able writer will be considered. This will include an investigation of how writing progresses beyond – but not at the expense of – grammatical accuracy.

Through engagement with this course, delegates will consider how the exemplified approaches may be used to develop a writers' culture in class that marries high expectations with high-quality outcomes for all.

By attending the course participants will:

- gain a deeper understanding of the needs of the more able writers including how to help pupils develop an individual voice
- develop an understanding of specified approaches to adapt planning which increases pitch and challenge for more able writers
- improve awareness of how to utilise high-quality texts ensuring high quality writing outcomes

Delivered by

Jane Andrews



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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 22 November 2017	1:00pm-4:00pm	17ENG/054P

Teaching and assessing reading comprehension

This day will be full of practical activities and resources to support the teaching and assessment of reading comprehension in Years 1 to 6. These will be linked to the content domains for the end of Key Stage English reading tests. The National Curriculum statements contain very little progression guidance across Years 3/4 and 5/6 as pitch is to be informed by increasing complexity of the text. This course will provide a wealth of ideas and approaches to support the gathering of evidence to support teacher assessment.

By attending the course participants will:

- gain a deeper understanding of the progression in the skills of reading comprehension
- develop planning which maximises assessment opportunities
- explore the links between the spoken language and reading comprehension programmes of study
- engage with a wide range of practical activities and leave with a bank of resources to support teaching and assessment

Delivered by

Kerry Godsman and Jane Andrews



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 3 November 2017	9:00am-4:00pm	17ENG/043P

Teaching assistants: effective support for English

This course will offer teaching assistants the opportunity and time needed to consider how primary aged children learn to be literate. The content of the day will develop from a close look at basic skills through to the use of more developed techniques and strategies that enable pupils to become confident readers and writers. Development of literacy subject knowledge will underpin the training and questioning techniques will be explored through the context of 'next steps' assessment. There will also be opportunities for discussion.

By attending the course participants will:

- learn effective approaches to supporting groups and individuals within whole class teaching situations
- develop their own subject knowledge which will enhance the quality of oral work
- improve their questioning techniques

Delivered by

Sabrina Wright



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17ENG/032P

Teaching assistants: fun approaches to teaching grammar

This half-day course is aimed at teaching assistants working with pupils in Year 1 to Year 6. The session will introduce delegates to basic grammatical subject knowledge using terminology in line with the curriculum expectations. Delegates will examine the teaching of word classes, sentence structure, the use of fun and engaging resources and strategies to encourage learning that sticks.

By attending the course participants will:

- examine strategies for effectively teaching word classes and sentence structure
- explore grammar through engagement with practical activities
- be given an understanding of basic grammatical subject knowledge
- investigate resources and strategies to encourage learning that sticks

Participants will receive a pack and a CD of resources for immediate classroom use.

Delivered by

Kathy Roe



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:15am-12:15pm	17ENG/035P

Teaching assistants: spotlight on phonics and spelling

Are you new to phonics or have you been delivering phonics for a while but would like some reassurance that you are on the right track? Have you been asked to support phonics within the Foundation Stage, Key Stage 1 or Key Stage 2 as part of small group work or within whole-class sessions and want to ensure that you are getting it right?

During the session delegates will have the opportunity to get to grips with synthetic phonics and will spend the day securing an understanding of progression through the phonic phases of 'Letters and Sounds'. A range of practical activities will be explored that can be used with pupils across the primary phase.

Delivered by

Alison Dawkins and
Sabrina Wright



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 6 November 2017	9:30am-4:00pm	17ENG/044P

Write Away Together

Looking for an effective intervention to improve writing that relies upon a more robust partnership approach between teacher and TA and between TA and pupils?

'Write Away Together' is a Fischer Family Trust guided writing or an intervention programme focused on feedback and improvement. It can be both applicable to all pupils, or used as a one-to-one intervention targeting pupils who need more intense structured support.

One of the top seven strategies identified by the Sutton Trust to raise attainment of disadvantaged and vulnerable learners includes a focus on the pupil's ability to self-manage their own learning. A key feature of the intervention focuses on how to change pupils' writing behaviour so that the skills of proof-reading and editing become increasingly embedded.

The course is intended for a TA to attend along with their SENCO or lead teacher. A range of practical activities will be explored that can be used with pupils across the primary phase.

The aim of the course is to:

- provide a clear structure for writing support
- improve participants understanding of how to improve writing at text, sentence and word level
- support participants in embedding strategies that will improve pupil's independent writing
- offer focused training for TAs to work with teachers to improve writing
- improve participants ability to assess the progress of pupil's writing skills over time

Delivered by

Theresa Clements



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENCOs, Teaching Assistants

Cost:

£155 (£175)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-3:30pm	17ENG/047P

Year 1 phonics and spelling: planning and assessment

Teaching or supporting pupils with Year 1 age related phonics and spelling? National Curriculum 2014 introduces Year 1 pupils to increased expectations and revised content with regard to the application of phonics for reading and spelling. Led by experts, the day unpicks key subject knowledge through using practical ideas and hands-on activities. Delegates will leave feeling confident to carry out effective planning, delivery and assessment of Year 1 phonics and spelling. It will help delegates to prepare pupils for both the reading screening check and teacher assessment of writing. The approaches could also be useful for those supporting pupils who have gaps at this stage of development.

Those who have attended Phase 5-6 training before the 2014 curriculum was implemented would also benefit from this course, as some aspects are new into Year 1 and some are no longer necessary.

By attending the course participants will:

- develop subject knowledge in relation to meeting Year 1 age-related expectations
- explore the approaches needed for securing understanding of alternative pronunciations
- deepen understanding of planning, delivery and assessment
- refresh strategies for application and embedding of skills

Delivered by

Kirsten Snook and Ruth Goodman



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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 12 December 2017	9:00am-4:00pm	17ENG/060P

Year 3 and 4 grammar: the fine detail and application

This course will explore the grammar element of the Year 3 and 4 programme of study from the National Curriculum. Clear and concise definitions and explanations will be a core part of the day, ensuring clarity when teaching. A range of pedagogic approaches will be exemplified to support delegates to plan engaging lessons that build their pupils' understanding and interest.

Using text based activities, delegates will explore the grammar element of the programme of study alongside the composition element to understand how grammar creates and changes meaning. During the session, delegates will have engaged in a range of approaches that they will be able to embed in their future planning.

The aim of the course is to:

- explore the year 3 and 4 grammar programme of study
- develop clear and concise definitions and explanations of the grammatical elements
- identify appropriate pedagogical approaches to develop pupils' understanding
- explore text based approaches to exemplify how grammar creates meaning

Delivered by

Theresa Clements and Jane Andrews



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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 4 December 2017	9:00am-4:00pm	17ENG/058P

Year 3 and 4 spelling: the fine detail and application

The National Curriculum has an increased emphasis on spelling and this course has been designed to up-skill Year 3 and 4 teachers with subject knowledge as well as provide a range of strategies for the teaching and learning of spelling.

During the day, delegates will have the opportunity to explore the Year 3 and 4 programme in detail, which will include coverage of phonemic, morphological and etymological subject knowledge. Delegates will be able to consider ways in which they can incorporate these into the teaching of spelling within the programme of study.

By attending the course participants will:

- improve their subject knowledge and understanding of progression in spelling
- gain confidence in teaching spelling at whole class level
- develop expertise in assessment, teaching, marking and feedback
- develop a repertoire of strategies for teaching the statements in the National Curriculum
- support their pupils to become increasingly independent spellers

Delivered by

Theresa Clements
and Jane Andrews



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anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 16 November 2017	9:00am-4:00pm	17ENG/052P

Year 5 and 6 grammar: the fine detail and application

This course will explore the grammar element of the Year 5 and 6 programme of study from the National Curriculum and will also consider the requirements for the Year 6 test.

Clear and concise definitions and explanations will be a core part of the day, ensuring clarity when teaching. A range of pedagogic approaches will be exemplified to support you to plan engaging lessons that build the children's understanding and interest.

Using text based activities you will explore the grammar element of the programme of study, alongside the composition element, to understand how grammar creates and changes meaning. During the session delegates will have engaged in a range of approaches that they will be able to embed in their future planning.

The aim of the course is to:

- explore the Year 5 and 6 grammar programme of study
- develop clear and concise definitions and explanations of the grammatical elements
- identify appropriate pedagogical approaches to develop pupils' understanding
- explore text based approaches to exemplify how grammar creates meaning

Delivered by

Michelle Nicholson
and Marin Galway



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 6 November 2017	9:00am-4:00pm	17ENG/051P

Year 5 and 6 spelling: the fine detail and application

This course is aimed at Year 5 and 6 teachers who require training in the age-related expectations for spelling at upper Key Stage 2. The National Curriculum now has an increased emphasis on spelling. This course has been designed to up-skill teachers in delivering effective teaching of spelling.

During the day delegates will have the opportunity to explore the Year 5 and 6 programme in detail, which will include coverage of phonemic, morphological and etymological subject knowledge. Delegates will be able to consider ways in which they can incorporate these into the teaching of spelling within their phase.

By attending the course participants will:

- improve their subject knowledge and understanding of progression in spelling
- gain confidence in teaching spelling at whole class level
- develop expertise in assessment, teaching, marking and feedback
- develop a repertoire of strategies for teaching the statements in the national curriculum
- support their pupils to become increasingly independent spellers

Delivered by

Alison Dawkins and
Penny Slater



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 27 November 2017	9:00am-4:00pm	17ENG/055P

Safeguarding in a digital world: eSafety for primary schools

Keeping children and young people safe online and teaching them about the appropriate and responsible use of the internet is an essential part of a school's safeguarding role and going forward will be part of the school's Relationship and Sex Education programme. The proliferation of mobile devices over recent years means that most children are online for an increasing amount of time, often in their rooms and away from any form of supervision. It has therefore never been more important that they are taught how to keep themselves safe from the risks that exist online. Ofsted make a number of recommendations relating to eSafety; staff should be trained and children taught about how to stay safe, and schools should engage with parents so that they are also aware of the risks and how to protect their children.

By attending the course participants will:

- look at use of the internet and the latest online trends
- help improve resilience to grooming
- consider important safeguarding messages for staff and pupils
- consider how schools can engage with pupils and parents around eSafety
- discuss the necessary eSafety policies and procedures relating

Delivered by

Karin Hutchinson



Contact us

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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Governors, INCos/SENcos, Middle Leaders, Newly Qualified Teachers, Teaching Assistants, Senior Leaders, Designated Senior Person, e-Safety co-ordinator

Cost:

£75 (E85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:00am-12:00pm	17EST/001P

Academy trusts - understanding your financial statements

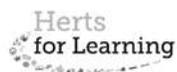
Academy Trusts are required to produce charity financial statements which differ vastly from accounts produced as a maintained school. This course will talk through a generic set of financial statements, focusing on the key information being provided and how school staff can share this with trustees.

By attending the course participants will:

- have a greater understanding of charity financial reporting
- be able to explain their financial statements to their headteachers/trustees

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Governors, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 20 November 2017	9:30am-12:30pm	17FSS/050A

Converting to academy - what finance teams need to know

This course is for maintained schools who are considering converting to academy and will focus on the changes that will impact the school's finance teams and how to begin to plan for the change.

By the end of the course participants will have:

- an understanding of academy reporting requirements
- an overview of the changes to expect to the school's finance function on conversion
- an understanding of the DfE's financial management requirements for academies

Delivered by

Louise Shaw



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 22 September 2017	9:00am-11:00am	17FSS/049A

Converting to RM Finance Online

RM Finance has been upgraded and is now an on-line finance management system, RM Finance Online. Financial Services are running a number of courses for experienced users of RM Finance to introduce this upgraded system. Delegates will learn how to post transactions, use purchase orders and BACS and complete a month end.

By attending the course participants will:

- be able to confidently use RM Finance Online in their schools

Delivered by

Nicki Teare



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Office Managers, Support Staff

Cost:

£175 (£200)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 30 August 2017	9:30am-3:00pm	17FSS/022P
Hertfordshire Development Centre	Thu 7 September 2017	9:30am-3:00pm	17FSS/023P
Hertfordshire Development Centre	Mon 11 September 2017	9:30am-3:00pm	17FSS/024P

Financial management for the senior leadership team in Hertfordshire County Council maintained schools

This course is for members of the senior leadership team in HCC maintained schools and will cover monthly monitoring and budgeting, benchmarking, SFVS and financial planning in schools.

By attending the course participants will:

- have a greater understanding of budget setting and monitoring
- have a greater knowledge of financial planning in schools
- be able to start benchmarking with other schools

Delivered by

Cheryl Faint and
Barbara Elliott



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Senior Leaders, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:30am-12:30pm	17FSS/053A

Financial management for the senior leadership team of academy trusts

This course is for members of the senior leadership team in academy trusts and will cover monthly monitoring and budgeting, benchmarking and the importance of financial planning.

By attending the course participants will:

- have a greater understanding of budget setting and monitoring
- have a greater knowledge of financial planning in schools
- be able to start benchmarking with other trusts

Delivered by

Louise Shaw



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Senior Leaders, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	1:30pm-4:30pm	17FSS/037A

Financial procedures for school finance staff

This two-day course will enable school finance staff to ensure that basic finance functions and controls are maintained, and that school financial records are held in accordance with financial regulations and audit requirements.

By attending the course participants will:

- have an understanding of financial procedures and regulations, roles and responsibilities and the budgeting and accounting cycle
- learn about the retention of records, effective filing and internal audit requirements
- gain knowledge about processing orders, paying invoices, accounting for income, coding of income and expenditure and extended schools
- learn about VAT, accounting for capital, the Consistent Financial Reporting (CFR) framework and bank reconciliations
- learn month-end and period-end procedures, budget monitoring reports and local authority reporting requirements

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, Office Managers, Bursars

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 15 November 2017	9:30am-4:00pm	17FSS/044A
Hertfordshire Development Centre	Thu 23 November 2017	9:30am-4:00pm	

Getting the most out of RM Finance Online

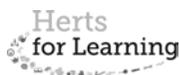
The course is for users of RM Finance Online. We will be looking at key areas of the system and how schools can use these to work efficiently and effectively and get the most out of the system. We will focusing on purchase orders and BACS payments. This will be a discussion course and will not involve any practical use of the system. This course is for experienced users of RM Finance Online and will not be suitable for new users.

By attending the course participants will:

- have a better understanding of the functionality of RM Finance Online
- be able to generate BACS files
- be able to use the Purchase Order module
- be able to make the best use of their finance system

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£75 (£85)

Venue:

Hertfordshire Development Centre

Date(s):

Thu 30 November 2017

Time:

9:30am-12:30pm

Course code:

17FSS/048P

HCSS - rolling budgets

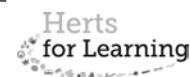
This course is for maintained schools and will focus on how to make best use of the HCSS Budgeting software to manage your budget throughout the year and to prepare for rolling into 2018/19.

By the end of the course participants will be able to:

- update their current budget ready to roll into 2018/19
- use the software for scenario planning

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 6 December 2017	9:30am-4:00pm	17FSS/031A
Hertfordshire Development Centre	Fri 8 December 2017	9:30am-4:00pm	17FSS/032A

Preparing the Annual Accounts Return

Academy Trusts are required to submit an Annual Accounts Return to the ESFA by 19th January. This course will look through the requirements of this return and how academy trusts can best prepare for this. We will look through generic data and talk through some of the more technically challenging areas of return.

By attending the course participants will:

- understand the context of the return
- be confident in completing the Annual Accounts Return
- be able to raise any questions on any areas of this return in a supported environment

Delivered by

Louise Shaw



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 20 October 2017	9:30am-12:30pm	17FSS/051A

RM Finance Online for new users

This course is aimed at new users of RM Finance Online. This course will take delegates through the basics of the system, looking at how to post income and expenditure transactions and dealing with the different types of receipts received and payments made by schools.

By attending the course participants will:

- understand the workings of RM Finance Online
- be able to post income and expenditure transactions onto the system

Delivered by

Nicki Teare



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Support Staff, Bursars

Cost:

£175 (£200)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 9 November 2017	9:30am-3:00pm	17FSS/025P

RM Finance Online refresher

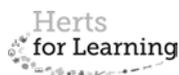
This course is for delegates who have already attended training on RM Finance Online and would benefit from the opportunity to re-visit the system in a supported environment. We will re-visit how to post transactions onto the system and then delegates will have the opportunity to play with the system.

By attending the course participants will:

- be able to refresh their knowledge of RM Finance Online
- be ready to use RM Finance Online in their schools

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 6 September 2017	9:30am-12:30pm	17FSS/033P
Hertfordshire Development Centre	Wed 6 September 2017	1:30pm-4:30pm	17FSS/036P
Hertfordshire Development Centre	Fri 8 September 2017	9:30am-12:30pm	17FSS/026P
Hertfordshire Development Centre	Fri 8 September 2017	1:30pm-4:30pm	17FSS/034P

RM Finance Online: moving to a Plan B Contract

This course is aimed at delegates who have attended the RM Finance Online new users course or who are confident in posting all transaction types on RM Finance Online, who would like to progress to the next level. The course will focus on the month-end procedures including the bank reconciliation and the system reconciliation, as well as reporting within RM Finance Online.

By the end of the course participants will be able to:

- perform the bank reconciliation in RM Finance Online
- complete the monthly comprehensive system reconciliation
- generate and use reports from RM Finance Online

This course is suitable for delegates who would like to move to a Financial Services Enhanced Support Service (Plan B) contract.

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 16 November 2017	1:30pm-4:30pm	17FSS/045P

RM Finance Online: moving to a Termly Contract

This course is aimed at delegates who have attended the RM Finance Online: moving to a Plan B contract (formally Month End procedures) course or who are experienced users of RM Finance Online who wish to begin monitoring their school's budget to enable the school to independently monitor their finances.

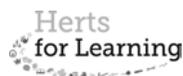
By attending the session participants will:

- have a knowledge of the reports available in RM Finance Online
- be able to use the new control form for monthly budget monitoring

This course is suitable for schools that are looking to move from a Financial Services Enhanced Support Service (Plan B) contract to a termly contract.

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 24 November 2017	9:30am-12:30pm	17FSS/030P

RM Finance Online: Purchase Orders

This half-day course will focus on the Purchase Orders module in RM Finance Online looking at how best to use this functionality.

By the end of the course participants will be able to:

- enter purchase orders
- receive the goods
- pay the invoice

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 16 November 2017	9:30am-12:30pm	17FSS/029P

RM Finance Online: setting up your Fund and Capital Accounts

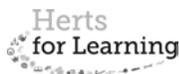
This course will talk delegates through moving the desktop version of the RM fund account/capital account to the new RM Finance Online version.

By attending the course participants will:

- be able to set up their fund and capital accounts in RM Finance Online
- be able to start posting their fund accounts/capital accounts in the upgraded system

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 19 September 2017	9:30am-12:30pm	17FSS/039P
Hertfordshire Development Centre	Tue 19 September 2017	1:30pm-4:30pm	17FSS/040P
Hertfordshire Development Centre	Wed 27 September 2017	9:30am-12:30pm	17FSS/041P
Hertfordshire Development Centre	Wed 27 September 2017	1:30pm-4:30pm	17FSS/042P

RM Finance Online: termly refresher

This course is for maintained schools who use RM Finance Online and currently buy into a Financial Services (FS) termly contract. We will look at how schools can make best use of RM Finance Online to ensure strong financial oversight and prepare for your FS termly visit.

By the end of the course participants will be able to:

- prepare the termly forecast return
- undertake completeness checks of the system
- complete budget allocations

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 24 November 2017	1:30pm-4:30pm	17FSS/047P

SIMS FMS: Accounts Payable for new users

This course is aimed at new users of SIMS Financial Management System (FMS), the double entry ledger based accounting and financial management system suitable for all schools and academies.

This course provides an overview of the accounts payable module which is used to record all creditor information ranging from entering a supplier through to making payments. We will review the full facility and how this feeds into the general ledger.

By the end of the course participants will be able to:

- set up and review supplier details
- raise purchase orders
- transact invoices and credit notes
- process payments through cheque processing and BACS transactions
- create creditor reports

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:30am-12:30pm	17FSS/027A

SIMS FMS: Accounts Receivable for new users

This course is aimed at new users of SIMS Financial Management System (FMS), the double-entry ledger-based accounting and financial management system suitable for all schools and academies.

This course provides an overview of the accounts receivable module which can be used to raise debtor invoices, issue credit notes and record receipts and deposits made to the bank, as well as recording direct debit transactions.

By the end of the course participants will be able to:

- understand the difference between invoiced and non-invoiced income
- process non-invoiced income
- create and review customer/debtor details, products, invoices and receipts
- issues credit notes/refunds and statements
- create debtor reports

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	1:30pm-4:30pm	17FSS/038A

SIMS FMS: the General Ledger and Month-End Procedures

This course is aimed at new users of SIMS Financial Management System (FMS), the double-entry ledger-based accounting and financial management system suitable for all schools and academies.

This course provides an overview of the general ledger where all the transactional processing comes together, and includes review of the chart of accounts, bank reconciliations, journals and petty cash transactions.

By the end of the course participants will be able to:

- demonstrate knowledge of the journal types available
- create and process cash book, normal and VAT journals
- create bank reconciliations
- produce transaction reports

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-12:30pm	17FSS/043A

SIMS FMS: using the Financial Reporting Suite

This course is aimed at new users of SIMS Financial Management System (FMS), the double-entry ledger-based accounting and financial management system suitable for all schools and academies. This course is aimed at schools and academy trusts that perform their own budget monitoring.

This course will look at the financial reporting suite, a separate SIMS FMS6 module that uses data from FMS6 to produce high-quality financial management reports, and how schools and academy trusts can use this for their budget monitoring and forecasting reporting requirements.

By the end of the course participants will be able to:

- demonstrate an understanding of the financial reporting suite
- create reports using the financial reporting suite
- budget monitor using reports from the financial reporting suite

Delivered by

FS Advisers



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	1:30pm-4:30pm	17FSS/028A

Are you getting the most from your school iPads?

Do you need training or advice to make sure you are maximising your investment?

It is sometimes the case that, despite the best of intentions and initial enthusiasm, these functional devices get used for little more than internet access and drill/practice exercises.

Whether you've been using iPads for a while, or are just starting out with tablet technology in your school, Herts for Learning has a wealth of experience to help you make sure you are getting the most from your devices in supporting teaching and learning.

From Early Years to Secondary, we can offer a full iPad INSET service, tailored to your specific needs with sessions lasting from an hour to a full day. We can provide the iPads if needed, so you can try out a range of apps before you buy, and with an Apple Distinguished Educator in our team we have proven, recognised expertise in this area.

If you are looking to purchase and deploy iPads in your school, either as a first time implementation or to add to your existing provision, our ICT Services team also offers a full iPad technical set-up service to get your devices all ready for the classroom.

Please call **01438 843918** to discuss your school's requirements or email **Chris Carter**, Computing and eDevelopments Adviser, at chris.carter@hertsforlearning.co.uk



Essentials for leaders of primary geography

This practical and informative course is designed to support and empower delegates with an understanding of the nature and value of geography in the curriculum, and how they can effectively support development of the subject across the whole school. The course is particularly suitable for the non-specialist teachers newly appointed to the role, but will also be valuable for more experienced specialists in post.

Subject leaders will benefit from a toolkit of practical strategies and resources specific to the leadership of primary geography, and be enthused and inspired with ideas and resources.

By attending the course participants will:

- address key subject-specific issues and typical weaknesses in primary geography (as identified by Ofsted) in pupil achievement, teaching, curriculum development, and leadership and management
- develop and strengthen their role as an effective subject leader and manager of primary geography

Delivered by

Christine Lloyd-Staples



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:30pm	17GEO/001P

Health and safety for school business managers

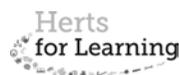
Whilst overall accountability for health and safety lies with the employer, the day-to-day running of the school including responsibility for the health and safety of staff and pupils is delegated to the headteacher and school management team. This training has been designed specifically for the role of business manager and provides an introduction to the key health and safety risks in schools in ensuring these are managed effectively and proportionately on site.

By attending the course participants will:

- be able to lead their team in ensuring H&S compliance
- understand monitoring and management of health and safety within their school
- network with school business management colleagues
- gain understanding of additional sources of health and safety guidance

Delivered by

James Ottery



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Premises Staff £75 (£85)

Cost:

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	9:30am-12:30pm	17SBM/019A

National Rescue Award for swimming teachers and coaches

This two-day course is for teachers or coaches involved in the supervision of swimming in a deep water pool. There will be an opportunity to work practically with pupils using rescue and resuscitation skills in the water and on dry land. Teachers will be able to discuss issues and ask questions related to their own pool environment. The pool depth is 2m 40cm and will allow staff to supervise swimming in a pool up to that depth. The Royal Life Saving Society NRASTC award is valid for two years (24 months).

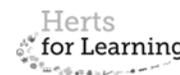
By attending the course participants will:

- understand the health and safety requirements for the supervision of swimming
- know about current procedures for rescue and resuscitation
- reinforce previously gained knowledge of first aid
- undertake a practical assessment

Please note the Edition 6 NRASTC - as of 1st January 2016 anyone wishing to update over 1 day will need to have a current NPLQ or NRASTC. By current the RLSS requires it to still be within its 24 month validity period, once expired all future candidates must attend a full two-day course.

Delivered by

Rod Reeves - RLSS
UK National Trainer
Assessor



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Middle Leaders, Newly Qualified Teachers, Support Staff, Teaching Assistants, Senior Leaders

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Marlborough School Science College, St Albans	Thu 5 October 2017	8:30am-4:00pm	17PED/003A
Marlborough School Science College, St Albans	Fri 6 October 2017	8:00am-4:00pm	

National Rescue Award for swimming teachers and coaches update

This course is a one-day refresher course for teachers or adults involved in the supervision of swimming in a deep water pool, who have already passed the revised RLSS Award since February 2014. The Royal Life Saving Society NRASTC award is valid for two years (24 months) and then the refresher needs to be completed.

The assessment requires a demonstration of the resuscitation sequence, a practical swim and questions. The pool depth is 2m 40cm and will allow staff to supervise swimming in a pool up to that depth.

Please note the Edition 6 NRASTC - as of 1st January 2016 anyone wishing to update over 1 day will need to have a current NPLQ or NRASTC. By current the RLSS requires it to still be within its 24 month validity period, once expired all future candidates must attend a full two-day course.

By attending the course participants will:

- understand the health and safety requirements for the supervision of swimming
- know about current procedures for rescue and resuscitation
- reinforce previously gained knowledge of first aid
- undertake a practical assessment

Delivered by

Rod Reeves - RLSS
UK National Trainer
Assessor



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, Leadership Team, Newly Qualified Teachers, Support Staff, Teaching Assistants, Support for T&L

Cost:

£150 (£170)

Venue:

Marlborough School Science College, St Albans

Date(s):

Fri 6 October 2017

Time:

8:00am-4:00pm

Course code:

17PED/004A

Essentials for leaders of primary history

This practical and informative course is designed to support and empower delegates with an understanding of the nature and value of history in the curriculum, and how they can effectively support development of the subject across the whole school. The course is particularly suitable for the non-specialist teachers newly appointed to the role, but will also be valuable for more experienced specialists in post.

Subject leaders will benefit from a toolkit of practical strategies and resources specific to the leadership of primary history, and be enthused and inspired with ideas and resources.

By attending the course participants will:

- address key subject-specific issues and typical weaknesses in primary history (as identified by Ofsted) in pupil achievement, teaching, curriculum development and leadership and management
- develop and strengthen their role as an effective subject leader and manager of primary history

Delivered by

Christine Lloyd-Staples



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 84858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:00am-4:30pm	17HIS/001P

Appraisal and capability workshop

This workshop is in two parts, the first section will provide an overview of the appraisal process and timescales, objective setting, feedback and handling the appraisal discussion including difficult issues, such as where there is no scope for progression.

The second part will deal with suspension of the appraisal process and instigation of the capability procedure and will cover the statutory/policy framework and problem areas including personality issues, gathering evidence and cases where illness affects performance. The workshop includes a filmed role play demonstrating how to get it right and how to deal with unexpected issues.

By attending the course participants will:

- have their knowledge of the appraisal process refreshed and updated and be confident in operating the capability procedure through to termination if necessary
- confidently operate school procedures
- be secure that they are up to date
- be able to identify cases where there is litigation exposure
- operate outside of procedures to secure agreed exits on terms where appropriate

Delivered by

Christine Dyson



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845731

Event details

Audience:

Business Managers, Headteachers, Office Managers, Personnel Officers/Assistants, All Leaders, Deputy/Asst Headteachers

Cost:

£85 (£95)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:30am-12:30pm	17SHR/007A

Avoiding grievances – managing staff conflict

This workshop will provide an overview of the existing grievance process and will identify the inherent problems which can arise from such a process driven and traditional method of grievance resolution.

The workshop will explain the benefits and importance of modern informal conflict resolution techniques which can be used within the informal stage of the grievance process or as a standalone skill to prevent disputes escalating, achieve employee buy in and address issues at the root cause.

Managers will be equipped with key facilitation techniques.

By attending the session participants will:

- be confident in understanding and conducting the grievance process
- be able to identify damaging conflicts and those that are suitable for informal facilitation
- be equipped with key skills to manage and resolve difficult staff conflict

Delivered by

Christopher Perrotton



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845731

Event details

Audience:

Business Managers, Headteachers, Office Managers, Senior Leaders

Cost:

£85 (£95)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 30 November 2017	9:30am-12:30pm	17SHR/010A

How to conduct a disciplinary investigation and write the report

This workshop will provide an overview of the rules regulating the conduct of a disciplinary investigation process which derive from ACAS, Natural Justice and Case Law.

The workshop will explain the role of the investigator, how to establish facts and deal with problem areas involving witnesses who wish to remain anonymous, are uncooperative or wish to dictate the process.

The workshop will cover the report writing, how to structure the report and the key skill of fact analysis.

Delivered by

Christine Dyson



Event details

Audience:

Business Managers, Headteachers, Office Managers, Senior Leaders

By attending the session participants will:

- be confident in conducting a disciplinary investigation
- have transferable skills which can be utilised for grievance/bullying and harassment investigations
- be able to identify key issues including litigation exposure
- be able to produce a structured report

Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845731

Cost:

£85 (£95)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:30am-12:30pm	17SHR/009A

HR restructure and redundancies: what schools need to know

With budget deficits facing our schools, now is the time to take positive action to rescue/avoid unpalatable decisions leading to redundancy.

This course will focus on best practice staffing structures, identification of factors aggravating school finances and longer term solutions involving reorganisational change. The course is suitable for all school leaders and any colleagues who have HR responsibilities.

By attending the course participants will:

- understand whether you have an immediate problem
- be aware of the steps you can take to alleviate issues
- understand the process of redundancy/restructure
- know about additional services which will support your school in this area

Delivered by

Natalie Dalvarez,
Christine Dyson and
Chris Williams



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Headteachers, Office Managers, Personnel Officers/Assistants, Senior Leaders, Deputy/Asst Headteachers, Chair of Governors

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 21 September 2017	9:15am-12:45pm	17SBM/015A
Hertfordshire Development Centre	Tue 28 November 2017	1:00pm-4:30pm	17SBM/021A

Staff conduct and discipline: essential training for managers

From staff timekeeping to child protection concerns. This half-day course will seek to provide you with the knowledge and skills to confidently and consistently manage all aspects of staff conduct.

This course will serve as a critical introduction for new school leaders as well as a useful refresher for experienced school leaders.

By attending the course participants will:

- gain key skills to effectively manage their staff along with the fundamental principles of employment law
- fully understand their disciplinary policy and procedures along with any factors which may complicate it
- be able to confidently and consistently implement your disciplinary procedure
- be able to identify possible legal pitfalls and when to take further expert advice
- commit to taking a proactive and consistent approach to managing staff conduct and commit to generating and/or maintaining a positive culture of managing staff conduct

Delivered by

Christopher Perrotton



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845731

Event details

Audience:

Business Managers, Governors, Headteachers, Middle Leaders, New Headteachers, Office Managers, All Leaders, Deputy/Asst Headteachers

Cost:

£85 (£95)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 3 November 2017	9:30am-12:30pm	17SHR/008A

Strategic absence management

This half-day course provides an overview of the key factors affecting long- and short-term sickness absence and an overview of the relationship with disability discrimination. This includes advice on how such absence can be managed effectively and proactively; and addressing it within return to work meetings.

Delegates will be prepared to discuss and share best practice, knowing that any specific examples discussed will remain confidential to the group.

By attending the session participants will:

- understand the strategic importance of managing sickness absence
- understand the most common reasons for short- and long-term sickness absence
- be able to identify those long-term sickness cases which involve exposure to disability claims
- have a clear structure for return to work meetings
- have some quick wins for managing absence more strategically

Delivered by

Harriet Muxlow and Christopher Perrotton



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845731

Event details

Audience:

Business Managers, Headteachers, Office Managers, Personnel Officers/Assistants, Deputy/Asst Headteachers

Cost:

£85 (£95)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:30am-12:30pm	17SHR/006A

Recruiting and selecting the right people is fundamental to the success of any organisation, and poor recruitment decisions can leave a lasting detrimental impact, which can take a considerable amount of time to rectify.

The Recruitment Services team is passionate about recruiting high-quality people who can make a real difference. The team can help guide educational settings through the recruitment and selection process, striving for best practice, in order to attract candidates from the widest possible pool to create a talented workforce.

For non-teaching roles, a new range of products has been developed for primary schools and academies. These products will support senior leaders in recruiting and selecting the best talent, whilst reducing the risk of liability and enabling the school or academy to defend any potential claims.

The recruitment and selection toolkits are available for the following roles:

- administrator
- finance assistant
- office manager
- receptionist

The recruitment and selection toolkit includes:

- a job-evaluated job description
- a person specification
- an editable advert
- a selection shortlisting grid
- a selection of competency-based interview questions
- a role-appropriate assessment, with accompanying scoring sheet



Toolkits can be downloaded from the HfL shop (shop.hertsforlearning.co.uk/hr) priced at **£103 plus VAT, with a 10% discount for subscribing academies**. More toolkits for other non-teaching roles will become available in the summer term 2017.

For more information, call **01438 844786** or email hfl.recruitment@hertsforlearning.co.uk

Essentials for leaders of primary geography

This practical and informative course is designed to support and empower delegates with an understanding of the nature and value of geography in the curriculum, and how they can effectively support development of the subject across the whole school. The course is particularly suitable for the non-specialist teachers newly appointed to the role, but will also be valuable for more experienced specialists in post.

Subject leaders will benefit from a toolkit of practical strategies and resources specific to the leadership of primary geography, and be enthused and inspired with ideas and resources.

By attending the course participants will:

- address key subject-specific issues and typical weaknesses in primary geography (as identified by Ofsted) in pupil achievement, teaching, curriculum development, and leadership and management
- develop and strengthen their role as an effective subject leader and manager of primary geography

Delivered by

Christine Lloyd-Staples



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:30pm	17GEO/001P

Essentials for leaders of primary history

This practical and informative course is designed to support and empower delegates with an understanding of the nature and value of history in the curriculum, and how they can effectively support development of the subject across the whole school. The course is particularly suitable for the non-specialist teachers newly appointed to the role, but will also be valuable for more experienced specialists in post.

Subject leaders will benefit from a toolkit of practical strategies and resources specific to the leadership of primary history, and be enthused and inspired with ideas and resources.

By attending the course participants will:

- address key subject-specific issues and typical weaknesses in primary history (as identified by Ofsted) in pupil achievement, teaching, curriculum development and leadership and management
- develop and strengthen their role as an effective subject leader and manager of primary history

Delivered by

Christine Lloyd-Staples



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 84858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:00am-4:30pm	17HIS/001P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - EYFS

This stimulating and engaging course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022 at EYFS. Inspirational ideas and resources for Nursery and Reception will be provided by author and Early Years specialist Gill Vaisey. Through a mix of tutor led input and discussion, together with practical demonstration and participation in exemplar activities, delegates will explore the EYFS programme of study.

Participants will consider a range of teaching and learning strategies for ensuring that RE for this age group is entirely appropriate and meaningful. Comprehensive course notes will provide practitioners with examples and a model for future planning and implementation of exciting, engaging RE that is fun for pupils and easy for teachers.

Participants will be prepared to implement the new statutory requirements for Religious Education at Reception and non-statutory entitlement for Nursery children from September 2017 and become more confident in teaching RE at EYFS.

By attending the course participants will:

- examine the new requirements for EYFS set out in the Hertfordshire agreed syllabus of Religious Education 2017-2022 and how these naturally link with the requirements of the People and Communities section of the EYFS
- participate in a range of cross-curricular, practical and enjoyable activities that can be used with Foundation Stage children to support the beliefs and culture elements of the 2014 EYFS curriculum and Religious Education
- identify appropriate resources and activities that enables People and Communities/RE to be explored as part of an integrated curriculum for Early Years children
- explore Understanding Christianity accredited resources from Books at Press and how they support the units and concepts for EYFS
- understand the relationship between Religious Education and Cultural Diversity and recognise the contribution that RE can make to Spiritual, Moral and Social Development and fulfilling the Ofsted criteria for promoting British Values

Delivered by

Lisa Kassapian and
Gill Vaisey



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders,
Early Years Practitioners, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:00pm	17RED/007P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 1

This course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022 at Key Stage 1. Through a mix of tutor led input and discussions delegates will explore the new Year 1 and Year 2 programme of study with its increased clarity, rigour and inspiring support materials. Participants will consider examples of thoughtful RE, challenging all pupils and promoting deeper thinking for 5-7 year olds. During the session, delegates will engage with a range of approaches that can be embedded in future planning for engaging lessons that build pupils' religious literacy, understanding and interest in religious education.

By attending the course participants will:

- examine changes for Key Stage 1 in the new Hertfordshire Agreed Syllabus of Religious Education 2017-2022
- gain knowledge and understanding of the requirements for teaching the new Year 1 and Year 2 programme of study
- identify appropriate pedagogical approaches to develop pupils' religious literacy and understanding in RE
- explore ways in which the new Hertfordshire learning outcomes can be used to raise pupil attainment
- share strategies of good teaching which will inspire teachers and pupils

Delivered by

Lisa Kassapian and
Juliet Lyal



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders,
Early Career Teachers, Middle Leaders, Newly
Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-4:00pm	17RED/010P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 2

This course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022. Through a mix of tutor led input and discussions delegates will examine the new Key Stage 2 programme of study with its increased clarity and rigour and explore inspiring support materials for lower and upper Key Stage 2. Participants will consider examples of thoughtful RE, challenging all pupils and promoting deeper thinking for 7-11 year olds. During the session, delegates will engage with a range of approaches that can be embedded in future planning for engaging lessons that build pupils' religious literacy, understanding and interest in religious education.

By attending the course participants will:

- examine changes for Key Stage 2 in the new Hertfordshire Agreed Syllabus of Religious Education 2017-2022
- gain knowledge and understanding of the requirements for teaching the new Key Stage 2 programme of study
- identify appropriate pedagogical approaches to develop pupils' religious literacy and understanding in RE
- explore ways in which the new Hertfordshire learning outcomes can be used to raise pupil attainment
- share strategies of good teaching which will inspire teachers and pupils

Delivered by

Lisa Kassapian and
Ellie Olmer



Contact us

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01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Middle Leaders, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-4:00pm	17RED/011P

Leading RE for the first time

For those teachers who have never lead on RE before, you will evaluate the skills needed to be an effective subject leader. Using discussion, guidance and workshop activities, there will be a focus on leadership and management of the subject area, planning and resourcing, and teaching and learning.

By attending the course participants will:

- develop some of the skills and knowledge needed to lead colleagues in the subject area
- gain an overview of the statutory requirements for leading primary Religious Education in Hertfordshire
- explore methods for supporting improvement in the quality of RE teaching and learning
- examine strategies for raising pupil attainment

Delivered by

Lisa Kassapian



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:15am-3:45pm	17RED/009P

Making effective use of Assessment Manager 7 for SENCOs

This course will enable INCOs/SENCOs to gain a good understanding of assessment principles and procedures, empowering them to use Assessment Manager 7 (AM7) to analyse attainment and progress for groups of pupils in their school. Delegates will gain hands on experience using AM7 with their own school's data and will learn how to use key reports within AM7.

The attendee's school must be using the Herts for Learning AM7 templates for termly tracking of pupil assessment, as provided under the PA Plus subscription, and delegates should have a basic familiarity of SIMS and AM7.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Ben Fuller – Assessment, Louise Barrell - SEND and Paul Roberts - ICT Services



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENCOs, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-12:30pm	17SIT/079P

By attending the course participants will:

- gain hands-on experience using AM7 with their own school's data
- know how to use key reports within AM7
- have increased confidence understanding data from AM7
- have the ability to analyse specific groups within their school

School Workforce Census

This half-day session is provided by ICT Services to assist schools in the production of an accurate School Workforce Census (SWC) return. The first part of the session will involve understanding the data in Personnel within SIMS and running and checking reports relevant to the SWC return. The second part of the session will involve running the SWC return, correcting errors and checking the details reports generated. These sessions are offered to nursery, primary, special, middle and secondary school users.

By attending the course participants will:

- have the knowledge for checking data in Personnel in readiness for the School Workforce Census return
- have the knowledge for correcting data in Personnel in readiness for the School Workforce Census return
- understand the data in Personnel
- learn how to submit the correct school workforce data

Delivered by

Jennie Davies



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

SIMS Data Managers, Support Staff, SIMS System Managers

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:30am-12:30pm	17SIT/068A
Hertfordshire Development Centre	Tue 17 October 2017	9:30am-12:30pm	17SIT/071A

School Workforce Census on school data

This additional course, will allow delegates to carry out the processes covered in the School Workforce Census training, on their own school data, enabling delegates to complete the process with guidance from a ICT Services consultant.

Delegates should have a basic familiarity of Personnel in SIMS and have their own login to the system.

Shortly before the course your school will be provided with instructions for setting up the remote connection. It is the school's responsibility to ensure that these instructions are followed and it should be noted that failure to do so may result in the delegates being unable to work on their school's own data during this session.

By attending the course participants will:

- produce the School Workforce Census
- clear any errors or queries with the help of an MIS Consultant

Delivered by

Jennie Davies



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Support Staff, Personnel Officers/Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	1:30pm-4:30pm	17SIT/069A
Hertfordshire Development Centre	Tue 17 October 2017	1:30pm-4:30pm	17SIT/072A

SIMS Assessment Manager 7

Working in consultation with the primary advisers, ICT Services has created resources to enable schools to record pupil assessments within SIMS Assessment Manager 7 (AM7). These include reports to analyse assessment data for an individual pupil, cohort or vulnerable group, based on information already held in the SIMS database, e.g. pupil premium, SEN, low attendance, etc.

The purpose of this course is to maximise delegates' understanding of how to utilise SIMS to record and analyse assessment data for pupils in KS1 and KS2 using the HfL AM7 resources. The processes covered in the session are applicable once the teacher assessment judgements have been determined by the class teachers.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL has allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- understand how to create, customise and enter data onto a marksheet
- be able to run various reports to analyse the data
- understand the various options available for administering data entry within the school

Delivered by

Helen Waites



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Assessment Co-ordinators, SIMS Data Managers, Support Staff

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	9:30am-12:30pm	17SIT/081P

SIMS Assessment Manager on school data

This half-day course is designed so that delegates are able to analyse their own assessment data remotely from our training room, with ICT Services consultants available to provide guidance and support. There will be some formal training, however the majority of the time spent in the session will be for the delegates to run reports on their own school data and seek advice where needed.

This course is applicable to any schools who are subscribed to the HfL Primary PA Plus assessment resources. This course can be taken on the same day as the 'SIMS Assessment Manager 7' course in the morning if required, although this session is aimed at school leaders and not administrative staff.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Paul Roberts



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENcos, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	1:30pm-4:30pm	17SIT/082P

SIMS Attendance

Learn how to use SIMS to efficiently, and effectively record and maintain accurate statutory pupil attendance records. Using the integrated reports to correspond with parents and analyse attendance, trends and patterns can improve school attendance and ensure returns to the DfE run smoothly.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL has allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Tracy House



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Office Managers, Support Staff, Attendance Officers/Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 18 September 2017	9:30am-12:30pm	17SIT/060A

SIMS Attendance Reporting

This course is designed to ensure schools make the most of the valuable management information that has been collected as part of routine attendance registration. Attendance and punctuality is now part of the new Ofsted inspection framework under the behaviour and safety key judgements. This course will enable participants to produce key attendance information for vulnerable groups as well as being able to track pupils with low attendance and persistent absentees. This information can be used to monitor and ultimately improve pupil achievement based on the reasonable assumption that if a pupil is not attending school they will be at a considerable disadvantage.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Tracy House



Event details

Audience:

Admin Staff, SIMS Data Managers, Office Managers, Support Staff, SIMS System Managers, Attendance Officers/Assistants

By attending the course participants will:

- use the homepage to monitor attendance and real time data
- appreciate the functionality afforded by the pre-defined attendance reports and displays
- analyse vulnerable group data
- simplify procedures to produce letters and certificates directly from SIMS Attendance

Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 18 September 2017	1:30pm-4:30pm	17SIT/061A

SIMS Dinner Money for new users

This course is designed for new users to SIMS Dinner Money 7. It will help participants manage and maintain dinner money and provide reports for both the school kitchen and parents via an auditable system. The course will cover many of the tasks that have to be undertaken, such as recording the collection of dinner money and generating the banking forms. The course will also cover how to produce kitchen statistics, statements for pupil meals and current balances.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL has allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- as a new user, explore the functionality of the software
- as a current user, refresh knowledge in order to use the software fully
- learn how to record payment and banking including electronic income, and deal with transactions, refunds, balance transfers and bounced cheques
- explore day-to-day recording of meals, including pupil choice, universal free meals and free school meals
- run reports and tailor letters to school requirements

Delivered by

Shaun Pinner



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Office Managers, Support Staff, Dinner Money User, Bursars

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 29 September 2017	9:30am-12:30pm	17SIT/064P

SIMS for new users

This course is designed for staff new to the post of administrator or staff who have received handover training from a colleague but have received no formal training in SIMS. Learn how to use SIMS pupil data effectively and efficiently by entering and editing pupil records and contact information. Manage the transfer of pupils into and out of your school, and learn how to access information speedily by running reports held in SIMS.

By attending the course participants will:

- add and edit pupil details, their contacts, manage sibling pupils and add basic staff details
- understand how to use the school diary, add medical needs and dietary requirements and access links in pupil details to get information quickly
- be confident in the use of 'Common Transfer File' (CTF) and how to import and export pupil data and be aware of SEN, most able and adding exclusions
- be able to run reports based on pupil data, and manage and maintain lookup tables

Delivered by

Sue Postance



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, Office Managers, Support Staff

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 14 September 2017	9:30am-4:30pm	17SIT/058A
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-4:30pm	17SIT/075A

SIMS Personnel

On this half-day course delegates will learn how add staff, contracts, absences and training. With this information delegates will be able to produce a School Workforce Census Return and reports for the senior leadership team.

By the end of the course participants will be able to:

- navigate through the personnel module with confidence
- edit lookups
- add and edit staff records
- enter contract information
- enter absences and training

Delivered by

Tracy House



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, Headteachers, Office Managers, Support Staff, Personnel Officers/Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-12:30pm	17SIT/066A

SIMS Personnel Reporting

On this half-day course delegates will learn how to run, create and modify reports within the Personnel area. This will enable delegates to run and create reports for the senior leadership team allowing for effective analysis of their personnel data.

By the end of the course participants will be able to:

- run reports
- create new reports
- modify existing reports
- use filters
- create and edit templates

Delivered by

Tracy House



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, SIMS Data Managers, Headteachers, Office Managers, Support Staff, Personnel Officers/Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	1:30pm-4:30pm	17SIT/067A

SIMS Reporting (advanced)

A course for those who have created their own SIMS reports, but would like to know more.

This course is designed for users with previous experience in building reports who would like to develop further skills with custom templates and photo reports.

At the end of the course, delegates will be able to email the reports they have created back to their school, for use in their SIMS database.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL has allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- learn how to create a user-defined group for use with a mail merge report
- understand advanced design options
- learn how to create custom templates for reports and be able to create photo reports
- understand how to modify the design of existing reports and templates, especially custom RTF templates such as the data collection sheet
- learn how to create RTF templates

Delivered by

Helen Waites



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Support Staff, SIMS System Managers

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 28 November 2017	9:30am-4:30pm	17SIT/078A

SIMS Reporting (basic)

This course is designed for school administrators and data managers with little or no knowledge of SIMS Reporting. Delegates will be shown how to create new reports, edit existing ones and become familiar with the SIMS Reporting structure, enabling them to produce class lists, letters and labels in an efficient way.

At the end of the course, delegates will be given the opportunity to email the reports they have created back to their school, for use in their SIMS database.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL has allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- understand how to modify existing reports e.g. adding and removing fields and filters, changing the sort order and changing the type of output
- learn how to design reports from scratch and edit report templates
- discover the useful features available in the Report Preview facility
- practice using sub reports to gather information from more than one data area
- gain experience in creating mail merge reports from letters and labels

Delivered by

Helen Waites



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Office Managers, Support Staff

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 25 September 2017	9:30am-4:30pm	17SIT/063A

SIMS Staff Performance on school data

Aimed at existing users that are familiar with the functionality of SIMS Personnel, wanting to gain an understanding of the functionality contained within the new Staff Performance. Part of the afternoon session will allow delegates to carry out the processes covered in the Staff Performance training, on their own school data, enabling delegates to complete the process with guidance from an ICT Services consultant.

Delegates should have a basic familiarity of Personnel in SIMS and have their own login to the system. Shortly before the course participants school will be provided with instructions for setting up the remote connection. It is the school's responsibility to ensure that these instructions are followed and it should be noted that failure to do so may result in the delegates being unable to work on their school's own data during this session. The course will provide an overview of: setting up and configuring permissions; allocating appraiser access rights; customising module lookups and settings; recording and managing objectives; recording and managing lesson observations; reporting on staff performance

By attending the course participants will:

- setup the Line Management Structure
- modify Lookups
- set permissions in System Manager

Delivered by

Jennie Davies



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, SIMS Data Managers, Headteachers, Middle Leaders, New Headteachers, Office Managers, Support Staff, SIMS System Managers, Personnel Officers/Assistants

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 7 November 2017	9:30am-4:30pm	17SIT/073A

SIMS Student List Reporting

SIMS Student List Reporting is quick and easy to use generating Class Lists in moments. Additional key data fields e.g. Photograph, Contact, Pupil Premium can be included in the report. The presentation of the report can be enhanced by combining fields and utilising the sort and filter functionality with an output to Excel if required. With the ability to add an Effective Date or a Membership Date, flexibility can be inbuilt into reports.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

By attending the course participants will:

- create registration lists
- add data fields to reports including pupils photographs
- sort and filter data within the report
- remove and add pupils to a report
- export report data to Excel

Delivered by

Helen Waites



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, SIMS Data Managers, Support Staff, SIMS System Managers

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 8 November 2017	9:30am-12:30pm	17SIT/074A

Using Assessment Manager 7 in the Early Years Foundation Stage

The EYFS Progress Toolkit for SIMS AM7 has been developed by HfL over many years, to provide EYFS practitioners and leaders with access to the information they require to plan next steps and report on the attainment and progress of individuals and groups of pupils, including various vulnerable groups within the cohort.

During the course, we will guide delegates through how to generate the various analysis reports from the Toolkit and interpret them, with delegates using a workstation to gain hands-on experience. The main focus of this course will be the analysis of data, however we will cover some key information that underpins how the Toolkit works, such as the grades available. Further support for inputting data into the Toolkit can be provided at school level via the ICT Service Desk.

By attending the course participants will:

- be given an overview of the EYFS Progress Toolkit
- understand how to generate the various reports
- increase their confidence in analysing EYFS data
- understand the terminology used within the Toolkit

Delivered by

Paul Roberts and
Caroline Luck



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders, Senior Leaders

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 10 November 2017	9:30am-12:30pm	17SIT/083P

Using SIMS to manage SEN

This course will empower INCOs and SENCOs to record SEN data efficiently in SIMS. Utilising the functionality of reviews, provisions and events a comprehensive SEN record can be created for pupils in SIMS. Data from SIMS can also be extracted into county standard forms and utilised in reports for data analysis. Specialist reports and letters relating to the pupil can be linked to the pupil's record in SIMS. Customisation of the SIMS home page supports efficient working enabling quick access to frequently used areas of SIMS and the display of data on the homepage. As delegates may not have used SIMS before, the pace of this course has been set accordingly.

By attending the course participants will:

- customise the home page and utilise the inbuilt help functionality in SIMS
- run reports for data analysis, populate county standard forms, generate SEN review letters and schedule review meetings
- set up the SEN module in SIMS so it reflects what the school is providing for pupils
- enter reviews, provisions and events for a pupil so that the data is census compliant
- attach notes, documents and also add and link agents and agencies who work with the pupil to the pupil's record

Delivered by

Natalie Daniels



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

SIMS Data Managers, INCOs/SENCOs, SIMS System Managers

Cost:

£205 (€230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 2 October 2017	9:30am-4:30pm	17SIT/065A

Inclusion matters!

This course is designed to support NQTs develop their teaching skills with a particular focus on how to adapt teaching and learning to meet particular special educational needs. Through a range of discussions and practical activities, participants will have the opportunity to explore how high-quality teaching, that is differentiated and personalised, can meet the individual needs of the majority of pupils. The course will explore key terms and concepts for SEND and consider how pupils may experience barriers to learning within the classroom. Practical approaches, strategies and a range of resources to support pupils with high incidence SEN will be provided for delegates to use in their classrooms. By attending this course, schools will be able to acknowledge in their SEN information report that NQTs have received an enhanced level of SEN training as outlined in the Code of Practice. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore how to adapt their teaching to respond to the strengths and needs of pupils with SEND
- deepen their understanding of the role and responsibilities of a classroom teacher as reflected in the Code of Practice
- increase the range of teaching approaches they use to make a positive difference to pupil outcomes
- share experiences of good practice

Delivered by

Louise Barrell



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:30am-3:30pm	17NQT/037P

Making effective use of Assessment Manager 7 for SENCOs

This course will enable INCOs/SENCOs to gain a good understanding of assessment principles and procedures, empowering them to use Assessment Manager 7 (AM7) to analyse attainment and progress for groups of pupils in their school. Delegates will gain hands on experience using AM7 with their own school's data and will learn how to use key reports within AM7.

By attending the course participants will:

- gain hands-on experience using AM7 with their own school's data
- know how to use key reports within AM7
- have increased confidence understanding data from AM7
- have the ability to analyse specific groups within their school

The attendee's school must be using the Herts for Learning AM7 templates for termly tracking of pupil assessment, as provided under the PA Plus subscription, and delegates should have a basic familiarity of SIMS and AM7.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Ben Fuller –
Assessment, Louise
Barrell - SEND and
Paul Roberts - ICT
Services



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENCOs,
Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-12:30pm	17SIT/079P

Managing effective intervention to help close gaps in mathematics

The curriculum states that the majority of pupils will move broadly at the same pace. Not only is this challenging for some pupils, it places huge demand on teachers and school leaders to secure a greater proportion of age related pupils. Managing and providing opportunity for the right intervention, particularly for vulnerable pupils such as SEND, FSM, PPG and those at risk of not making expected progress, is essential.

This course will refine delegates understanding of what makes effective mathematics intervention, both in and outside the classroom. Using information gathered from recent projects, including the Closing the Gap project for PPG children and work in schools, the advisers will share some tried and tested strategies that have helped to move pupils closer towards age-related expectations.

By attending the course participants will:

- explore a range of possible approaches to plan for effective intervention across the school
- gain a greater understanding of the different forms of intervention and how to manage these
- be in a better position to be able to identify gaps in mathematical understanding, unpick the individual underlying needs, support staff to close these gaps and measure impact

Delivered by

Gill Shearsby-Fox



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Curriculum/Subject Leaders, INCos/SENcos, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-4:00pm	17MAT/041P

Using SIMS to manage SEN

This course will empower INCOs and SENCOs to record SEN data efficiently in SIMS. Utilising the functionality of reviews, provisions and events a comprehensive SEN record can be created for pupils in SIMS. Data from SIMS can also be extracted into county standard forms and utilised in reports for data analysis. Specialist reports and letters relating to the pupil can be linked to the pupil's record in SIMS. Customisation of the SIMS home page supports efficient working enabling quick access to frequently used areas of SIMS and the display of data on the homepage. As delegates may not have used SIMS before, the pace of this course has been set accordingly.

By attending the course participants will:

- customise the home page and utilise the inbuilt help functionality in SIMS
- run reports for data analysis, populate county standard forms, generate SEN review letters and schedule review meetings
- set up the SEN module in SIMS so it reflects what the school is providing for pupils
- enter reviews, provisions and events for a pupil so that the data is census compliant
- attach notes, documents and also add and link agents and agencies who work with the pupil to the pupil's record

Delivered by

Natalie Daniels



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

SIMS Data Managers, INCos/SENcos, SIMS System Managers

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 2 October 2017	9:30am-4:30pm	17SIT/065A

Write Away Together

Looking for an effective intervention to improve writing that relies upon a more robust partnership approach between teacher and TA and between TA and pupils?

'Write Away Together' is a Fischer Family Trust guided writing or an intervention programme focused on feedback and improvement. It can be both applicable to all pupils, or used as a one-to-one intervention targeting pupils who need more intense structured support.

One of the top seven strategies identified by the Sutton Trust to raise attainment of disadvantaged and vulnerable learners includes a focus on the pupil's ability to self-manage their own learning. A key feature of the intervention focuses on how to change pupils' writing behaviour so that the skills of proof-reading and editing become increasingly embedded.

The course is intended for a TA to attend along with their SENCO or lead teacher. A range of practical activities will be explored that can be used with pupils across the primary phase.

The aim of the course is to:

- provide a clear structure for writing support
- improve participants understanding of how to improve writing at text, sentence and word level
- support participants in embedding strategies that will improve pupil's independent writing
- offer focused training for TAs to work with teachers to improve writing
- improve participants ability to assess the progress of pupil's writing skills over time

Delivered by

Theresa Clements



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCOs/SENCOs, Teaching Assistants

Cost:

£155 (£175)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-3:30pm	17ENG/047P

Analysing your data for deputy headteachers and senior leaders

This course will give senior leaders an overview of the key data analysis tools. The course will focus on using the Hertfordshire assessment profile, the data in the new Analyse School Performance tool and Fisher Family Trust (FFT) data to analyse end of key stage results and inform school improvement priorities and self-evaluation. The tracking of pupil progress throughout the key stages will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a username and password for Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Senior Leaders, Deputy/Asst Headteachers

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 4 December 2017	9:30am-4:00pm	17ASS/059P

Analysing your data for English and maths subject leaders

This course will give English and maths subject leaders an introduction to (or reminder of) the key tools for analysing pupil performance at the end of the key stages. The main focus will be on using the Hertfordshire assessment profile and the data in the new Analyse School Performance tool, although the use of Fischer Family Trust (FFT) data and the tracking of pupil progress will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 11 December 2017	9:30am-4:00pm	17ASS/069P

Succession Planning for senior leadership

This course covers all aspects of succession planning for School Leadership including your Governing Body and Governor recruitment generally and is highly recommended for any Governing Body who takes succession planning seriously and wants to embed it into their schools succession plan.

Due consideration will be given to model collaborations and forward planning, with examples of good practice and relevant tools.

By attending this course you will have:

- a complete picture of your responsibilities
- ideas for Governing Body recruitment and retention 'Growing your own'
- good practice in Leadership Recruitment (including Chairs' of Governors)

Interviewing, Appointing and Induction of Senior Leaders

This practical and interactive session will equip governors with interviewing techniques and other knowledge relevant when interviewing any staff, but specifically for leadership appointments.

Governors will gain an understanding of:

- project management
- shortlisting
- interviewing
- selection activities
- structure for the day
- safer recruitment
- legalities and pay
- induction

Planning your recruitment of School Leaders

This course is useful for any governing board strategically planning to recruit a headteacher, deputy head or any member of the senior leadership team within the next 1 to 2 years.

The governing board will gain the complete picture of their responsibilities for succession planning and recruiting senior leaders

This session will consider:

- things to think about - website, impressions, developing talent
- succession planning and a vision for school leadership
- advertising
- legalities
- pay
- issues on safer visits/recruitment/essential checks
- HR paperwork
- professional support and advice
- leadership recruitment service available at both standard and enhanced levels
- acting up arrangements

Appointing for leadership roles is the most important strategic decision a governing body will make

For information about the service, please contact:
governance@hertsforlearning.co.uk or **01438 843082**

Assessment update briefing

As the Autumn term 2017 gets underway, there will be many areas in the assessment world where we need to bring colleagues up to date with the latest developments. These morning sessions will incorporate all the essential information for headteachers and assessment leaders in primary schools, including:

- key messages and reflections on 2017 results (KS2, KS1 and EYFS) and any implications on our view of standards and progress
- the latest news in what we know about the DfE replacement on RAISE online
- the latest thinking in the 'best fit' debate
- latest developments in approaches to tracking pupil progress across the curriculum, including in foundation subjects
- any other national or local updates

The sessions will also include opportunities for discussion and to put the questions to the HfL lead assessment adviser.

By attending the course participants will:

- be updated on all the latest national developments in assessment
- be updated on developments locally
- have an opportunity to discuss and raise questions

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Headteachers, Senior Leaders

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 15 September 2017	9:00am-12:00pm	17ASS/042P
Mercure London Watford Hotel	Tue 19 September 2017	9:00am-12:00pm	17ASS/044P
Beales Hotel, Hatfield	Thu 21 September 2017	9:00am-12:00pm	17ASS/045P
Ware Priory Conference Centre, Ware	Fri 22 September 2017	9:00am-12:00pm	17ASS/046P

Becoming a highly effective English subject leader

This training is aimed at English subject leaders who are either new to the role or looking to enhance their contribution to improving English across the school.

Throughout the course, delegates will gain an in-depth understanding of the expectations of core subject leadership. Delegates will develop their capacity to evaluate teaching and learning across a range of evidence to drive improvement throughout the school.

The key elements of English subject leadership will be explored through a spotlight on each of the different aims of the English curriculum: effective spoken language, fluent reading for meaning, writing for a range of purposes and vocabulary development. This will enable subject leaders to deepen subject-specific knowledge and understanding.

Schools attending both the English and maths highly effective subject leader courses will receive a 15% discount.

The aims of the course are to:

- examine the role of the subject leader to support you in proactively driving progress and improvements in English
- embed systems that will allow you to manage the challenges and create opportunities to drive standards forward
- create a valuable evidence base for school self-evaluation
- help you to consolidate your learning through a variety of school-based gap tasks
- deepen your understanding of subject-specific content and explore strategies for promoting the aims of the English curriculum across the school

Delivered by

Kirsten Snook and Theresa Clements



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£510 (£578)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	1:00pm-4:00pm	17ENG/061P
Hertfordshire Development Centre	Tue 21 November 2017	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 24 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 1 May 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 26 June 2018	1:00pm-4:00pm	

External Review of Governance

An external review of governance is based on four core areas for the effectiveness of governance, as laid out in the Ofsted School Inspection Handbook. The review is designed to support, improve and develop governance and will help the governing board identify priorities for improvement.

The review will be carried out by either a national or Hertfordshire leader of governance and will involve:

- an initial discussion with school leaders to determine the focus of the review
- a questionnaire for all governors to complete
- a review meeting with the chair of governors and headteacher
- a facilitated session with all governors
- a written report and action plan, summarising priorities for the governing board
- a progress and impact session with all governors (which takes place between three and six months following the publication of report and action plan)

The cost of an external review of governance is **£975.00**.

For information about the service, please contact:
governance@hertsforlearning.co.uk or **01438 843082**



Becoming a highly effective mathematics subject leader

This training is aimed at mathematics subject leaders who are either new to the role or looking to enhance their contribution to improving maths across the school. Throughout the course, delegates will gain an in-depth understanding of the expectations of core subject leadership. Delegates will develop their capacity to evaluate teaching and learning across a range of evidence to drive improvement throughout the school. The key elements of English subject leadership will be explored through a spotlight on each of the different aims of the English curriculum: effective spoken language, fluent reading for meaning, writing for a range of purposes and vocabulary development. This will enable subject leaders to deepen subject-specific knowledge and understanding. Schools attending both the English and maths highly effective subject leader courses will receive a 15% discount.

By attending the training participants will:

- be able to examine the role of the subject leader to support them in proactively driving progress and improvements in mathematics
- be able to embed systems that will allow them to manage the challenges and create opportunities to drive standards forward
- be able to create a valuable evidence base for school self-evaluation
- be able to consolidate their learning through a variety of school-based gap tasks
- deepen their understanding of subject-specific content and explore strategies for promoting the aims of the maths curriculum across the school

Delivered by

Louisa Ingram and Nicola Randall



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£510 (£578)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 27 September 2017	9:00am-12:00pm	17MAT/029P
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 16 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 25 April 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 20 June 2018	9:00am-12:00pm	

Developing a school-wide learning ethos: shifting the culture

Growth mindsets have the power to transform learning in schools, but how can a growth mindset strategy be implemented at whole-school level?

This course is for school leaders who want to introduce or enhance the growth mindset culture throughout their school. Based on the work of Stanford University psychologist Carol Dweck (author of 'Mindset: How You Can Fulfil Your Potential'), and drawing on the real experiences (successes and pitfalls) of schools implementing growth mindset strategies, participants will explore how to make the growth mindset tangible, authentic and lasting through the structures, environment, actions and words of school.

By attending the course participants will:

- gain an understanding of the growth mindset
- know what the growth mindset culture looks like in practice
- understand the common pitfalls and the misunderstandings occurring when implementing a growth mindset culture, and what to do about them
- develop strategies for introducing mindsets to staff, pupils, parents and governors
- be able to plan for the implementation of a growth mindset strategy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Curriculum/Subject Leaders, Headteachers, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	9:30am-4:00pm	17ASS/056A

Diminishing the difference: accelerating progress in English at Key Stage 1

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." **Narrowing the Gaps: from data analysis to impact - the golden thread (DfE).**

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils.

Under-attaining pupils, or those falling behind, are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment.

During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 1
- develop a deeper understanding of differentiation to meet a range of needs and learning styles

Delivered by

Kirsten Snook and
Alison Dawkins



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:00am-4:00pm	17ENG/042P

Diminishing the difference: accelerating progress in English at Key Stage 2

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." **Narrowing the Gaps: from data analysis to impact - the golden thread (DfE).**

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils. Under-attaining pupils - or those falling behind - are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment.

During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 2
- develop a deeper understanding of differentiation to meet a range of needs

Delivered by

Michelle Nicholson
and Sabrina Wright



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:00am-4:00pm	17ENG/038P

Effective confrontation for senior leaders and managers

This two-day course will enable headteachers, senior leaders and managers to:

a) learn skills and strategies to manage effective confrontation; improve and maintain good relationships and prevent difficulties escalating

b) practise the use of appropriate confrontation strategies and skills in dealing with a current issue of concern

Prior to the course delegates need to identify a significant work-based issue they wish to effectively confront and are prepared to share with the group.

By attending the course participants will:

- understand the nature of effective, non-aggressive interpersonal confrontation
- be able to identify a range of issues and situations in their work place in which the skills of confrontation are likely to be required
- have explored and increased their understanding of the feelings which can arise on both sides during confrontation
- have developed skills in handling both sets of feelings more confidently and constructively
- have reflected on this experience and be ready to use effective confrontation in other situations

Delivered by

Kim Frazer



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Business Managers, Headteachers, Office Managers, Senior Leaders, Deputy/Asst Headteachers

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 17 November 2017	9:00am-4:00pm	17MAN/053A
Hertfordshire Development Centre	Fri 24 November 2017	9:00am-4:00pm	

Enhancing maths planning across your school: effectively implementing the new essentials range of resources

Would your colleagues benefit from support to reduce hours spent planning maths? Would your colleagues appreciate clear guidance and resources to plan effective teaching sequences that secure key learning? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course is designed to support leaders to empower their colleagues in making the most effective use of the brand new suite of maths planning resources developed by the HfL maths team.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and each essential element
- develop a strategic plan to implement effectively
- explore strategies to support colleagues
- develop evaluation strategies to ensure key learning has been secured

Delivered by

Rachel Rayner and Nicola Randall



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:00am-4:00pm	17MAT/030P

Essential guide to the role of the primary NQT induction tutor for new tutors

This course will enable participants to become familiar with all aspects of the induction process through presentations and discussion groups. Opportunity will be given to focus on the tutor's role and skills needed to be successful, with a focus on the assessment process, classroom observation as a means of support and challenge, building an action and support plan for NQTs who experience difficulties.

By the end of the course participants will have:

- gained an understanding of the induction regulations and the requirements of the induction period and considered how the Teachers' Standards inform the induction period
- looked at how to set up a mentoring programme including setting targets, reviewing progress and the assessment process
- looked at the use of lesson observation in the induction period
- considered how to implement an action and support plan for NQTs who are experiencing difficulties
- gained insight into the mentor/NQT relationship from current NQTs/induction tutors

Delivered by

Clare Mellish



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

NQT Tutors

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 12 September 2017	9:30am-3:30pm	17NQT/026P
Hertfordshire Development Centre	Wed 11 October 2017	9:30am-3:30pm	17NQT/028P

Flourishing mindfully in schools

Do you want to improve your focus as a teacher and help to encourage young people to concentrate on their learning more? This four-part twilight course is designed for teachers wanting to bring mindfulness and positive psychology including the encouragement of growth mindsets into their whole-school approach. This course provides teachers with a useful insight into the basics of mindfulness and provides ideas to support young people to flourish. It will look at research into its impact and will make the case for schools adopting mindfulness as part of their everyday routines. This unique programme, combines the principles of mindfulness, positive psychology, and action for happiness. It uses as guideline the findings outlined in Martin Seligman's book, 'Flourishing', whilst encouraging teachers to use 'growth mindsets' as a whole school approach, based on the work of Carol Dweck.

The aims of this course are to:

- explore the key benefits of practising mindfulness for both teaching staff and for pupils
- look at the impact of positive psychology and approaches such as CBT (cognitive behavioural therapy) on reducing mental health issues
- understand the psychology of stress and the issues it causes
- challenge autopilot as a mode of existence and to encourage a more positive approach to life
- look at P4C, growth mindsets and restorative approaches as a whole school approach to help pupils flourish

Delivered by

Jayne Wright



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCoS/SEnCoS, Newly Qualified Teachers, All Leaders

Cost:

£164 (£184)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Thu 12 October 2017	3:00pm-5:00pm	17PSE/005A
Apsley 2, Hemel Hempstead	Thu 19 October 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 2 November 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 9 November 2017	3:00pm-5:00pm	

The Chairs' Service

A Chairs' service for Chairs, supported and led by Chairs, run by Chairs



Being a chair of a governing board in a school is a uniquely amazing experience if you are fortunate to have the opportunity. You have to believe you can make a difference, because actually you can.

The chairs' service supports not only chairs of governors, but also vice chairs and chairs of committees.

The chairs' service is primarily an information and support service, with chairs supporting other chairs.

This includes: chairs e-briefings, chairs networks, the chairs handbook, becoming an effective chairs initial training and chairs advanced training.

The chairs' service updates chairs on the latest government initiatives within education and best practice, via monthly briefing notes.

Support is available from a dedicated governance officer in times of difficulty. We also have support for new chairs and a mentoring programme.

For information about the service, please contact:
governance@hertsforlearning.co.uk or **01438 843082**

HR restructure and redundancies: what schools need to know

With budget deficits facing our schools, now is the time to take positive action to rescue/avoid unpalatable decisions leading to redundancy.

This course will focus on best practice staffing structures, identification of factors aggravating school finances and longer term solutions involving reorganisational change. The course is suitable for all school leaders and any colleagues who have HR responsibilities.

By attending the course participants will:

- understand whether you have an immediate problem
- aware of the steps you can take to alleviate issues
- understand the process of redundancy/restructure
- know about additional services which will support your school in this area

Delivered by

Natalie Dalvarez,
Christine Dyson and
Chris Williams



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Headteachers, Office Managers, Personnel Officers/Assistants, Senior Leaders, Deputy/Asst Headteachers, Chair of Governors

Cost:

£75 (€85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 21 September 2017	9:15am-12:45pm	17SBM/015A
Hertfordshire Development Centre	Tue 28 November 2017	1:00pm-4:30pm	17SBM/021A

Induction for new SENCOs

This two-day course is for new or aspiring SENCO/INCOs and will provide reassurance and pointers for first steps in the role. The sessions will offer practical ideas to support delegates in ensuring that children and young people with special educational needs and disabilities make good progress.

The course will provide a brief overview of national/local guidance and developments within the context of inclusion and SEND and will highlight implications for the role. There will be a variety of inputs and practical activities.

This course also provides an excellent foundation for the more advanced National Award for SEN Coordination.

By attending the course participants will:

- have greater expertise and understanding of the leadership and management of inclusion
- be able to work together with colleagues to promote personalised learning in their school
- have an awareness of local contacts and networks

Delivered by

Val Hazell



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCOs

Cost:

£275 (€310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:30am-4:00pm	17SEN/023A
Hertfordshire Development Centre	Wed 11 October 2017	9:30am-4:00pm	

Leading RE for the first time

For those teachers who have never lead on RE before, you will evaluate the skills needed to be an effective subject leader. Using discussion, guidance and workshop activities, there will be a focus on leadership and management of the subject area, planning and resourcing, and teaching and learning.

By attending the course participants will:

- develop some of the skills and knowledge needed to lead colleagues in the subject area
- gain an overview of the statutory requirements for leading primary Religious Education in Hertfordshire
- explore methods for supporting improvement in the quality of RE teaching and learning
- examine strategies for raising pupil attainment

Delivered by

Lisa Kassapian



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:15am-3:45pm	17RED/009P

Leading your Foundation Stage

This two-day course will build delegates skills and confidence as a leader in Early Years.

By attending the course participants will:

- gain confidence in evaluating, monitoring, challenging and improving practice in their Early Years
- understand the welfare and safeguarding requirements for Early Years
- enhance their confidence in developing and coaching their team to drive improvements
- review systems to use data to demonstrate progress and attainment to inform planning
- review their Early Years action plan and know how to contribute to school self evaluation and Ofsted readiness

Delivered by

Caroline Luck and
Lucky Khara



Contact us

darren.nottingham@hertsforlearning.co.uk
01438 844792

Event details

Audience:

Leadership Team, Middle Leaders, New Headteachers, Senior Leaders

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:30am-4:00pm	17EAY/019P
Hertfordshire Development Centre	Tue 17 October 2017	9:30am-4:00pm	

Learning to lead - successful leadership of primary computing

This course is aimed at new or aspiring computing subject leaders in the primary phase. Through a mix of presentation, discussion, and practical activities, the course will support participants in beginning to lead computing in their schools with confidence and understanding. The emphasis is on the strategic development of computing and the course embraces the development of materials around the school vision, action planning, monitoring and self-review as well as the key area of eSafety. During the course, delegates will be provided with a range of tools and resources to support them in many aspects of their role.

By attending the course participants will:

- have gained a detailed knowledge and understanding of the key areas that are essential for the successful leadership of computing in schools
- develop/review a whole-school vision for computing and use this to support their own development or action plan
- develop a greater understanding of eSafety in schools, including the importance of eSafety and/or acceptable use policies and agreements, considering copyright, ownership and strategies for supporting safe online behaviour
- consider the planning and assessment of computing in schools using the new HfL assessment approach and the importance of embedding computing across the curriculum

Delivered by

Vrinda Thacker and
Chris Carter



Contact us

lorrainne.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Aspiring to Middle / Senior Leadership, Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:30am-3:30pm	17COM/020P

Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard

A new year and a new data system! This session will explore the features of the DfE's new tool - Analyse School Performance - which has replaced RAISEonline. The system should be updated with 2017 results by the course date. In this course, we will explore the meaning of the data and build in time for delegates to analyse the key issues in their own school data, with the lead assessment adviser on hand to answer the questions. We will also relate this data to the Ofsted Inspection Dashboard. Delegates will need to bring their Secure Access username and password to be able to log in to the service. Please ensure that you have a working log-in with the correct permissions in advance of the course.

By attending the course participants will:

- understand the meaning of the data in the 'Analyse School Performance' site and in the Inspection Dashboard
- know how to interrogate the data further
- be able to use the data to inform self-evaluation and school improvement

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Headteachers, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-12:00pm	17ASS/065P
Hertfordshire Development Centre	Mon 13 November 2017	1:15pm-4:15pm	17ASS/066P
Hertfordshire Development Centre	Fri 17 November 2017	9:00am-12:00pm	17ASS/067P
Hertfordshire Development Centre	Mon 20 November 2017	9:00am-12:00pm	17ASS/068P

Mental mathematics: the secret to success of a whole-school approach

Mental fluency is paramount to learning successfully in mathematics. The implications of the new testing framework in mathematics clearly indicate that the requirement for pupils to be mentally fluent is at a higher level than previous years. To achieve this, it is crucial that schools develop a consistent whole-school approach. This course will enable delegates to develop a coherent and progressive program year-on-year. As such, it is aimed at leaders wishing to make a real impact in this important area for all groups of pupils.

Throughout the day, delegates will uncover the foundations for mental fluency needed in each phase, consider the non-negotiables for year groups, as well as developing whole-school activities that will ensure pupils have facts at their fingertips and know how to use them.

By attending the course participants will:

- develop a clear whole-school progression in mental mathematics and strategic approaches to lead this focus
- acquire an understanding of the approaches that enable really effective learning
- consider practical approaches that motivate and have impact
- explore the underpinning knowledge to be secured so that mental strategy can flourish

Delivered by

Rachel Rayner and
Charlie Harber



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Headteachers, Leadership Team, Middle Leaders,
Deputy/Asst Headteachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 7 November 2017	9:00am-4:00pm	17MAT/040P

MFL subject leadership training

The content of the three-day intense leadership course is assessment, curricular targets, analysis of data, carrying out an audit, creating an action plan and contributing to SEF, improving the learning environment for MFL, raising the profile of MFL, resources and ideas for MFL days/weeks, marking and feedback, monitoring, planning, teaching, work scrutinise, carrying out pupil perception surveys, helping pupils reach age-related expectations, intervention programmes, policy documents, cross-curricular links and most-able resources.

Delegates who have recently completed this course have thoroughly enjoyed looking at insights into the future Ofsted inspections and how to prepare the school and activities for more able pupils. Sharing ideas and a chance to talk through the different techniques has been a great experience for everyone who have been on the course and could not wait to feedback to SLT and colleagues.

By the end of the course participants will be able to:

- recognise and promote outstanding MFL teaching plus have systems in place that will make the day-to-day management of the subject rigorous and workable
- feel secure in their own MFL judgements and develop the pedagogy and subject knowledge of all educators within their establishments
- ensure consistency of teachers' assessment of pupil's levels
- develop effective systems to make best use of assessment plus monitor, evaluate and support classroom practice
- use data (both internal and external) to identify areas for development, contribute to the school's action plan and SEF, thinking, research, national initiatives and useful websites

Delivered by

Yvonne Kennedy



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£380 (£420)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-4:00pm	17MFL/006P
Hertfordshire Development Centre	Wed 7 March 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 16 May 2018	9:00am-4:00pm	

New and aspiring primary science subject leaders

This two-day course is aimed at teachers new to the role of science subject leader or those aspiring to take on this role.

The course will provide participants with an overview of the role in terms of monitoring, evaluating and developing science teaching in primary settings.

By attending the course participants will:

- have a clear understanding of the role of a subject leader
- understand how evidence from a variety of sources can be used to self evaluate and complete a subject leader Self Evaluation Form (SEF)
- understand how the subject leader SEF provides the basis for a subject action plan and how to plan, monitor and evaluate improvements
- understand the need to monitor pupil progress and the requirements for accurate teacher assessment and target setting
- provide ideas for promoting the subject both inside and outside the school

Delivered by

Charlotte Jackson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Advanced Skills Teachers

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:00am-4:00pm	17SCI/004P
Hertfordshire Development Centre	Tue 30 January 2018	9:00am-4:00pm	

No stone unturned for disadvantaged pupils: wellbeing strategies under PPG

Narrowing the gap for disadvantaged children and young people is a priority focus for all Ofsted inspections across Hertfordshire. This course reviews the impact that can be made through strategies that concern pupil wellbeing and parent partnership. We will consider work on aspirations, motivation, resilience, character education, mindfulness, pupil and parent engagement and use of learning mentors.

By attending the course participants will:

- understand the potential impact of a wide range of wellbeing strategies on closing the gap for disadvantaged children and young people
- consider case studies from research and local schools
- recognise factors that can make the difference in the degree of impact when rolling out these strategies
- develop next steps for taking learning back to school

Delivered by

Karin Hutchinson,
Kate Stockdale and
Jayne Wright



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:30am-4:00pm	17PSE/009A

Ofsted updates - an in-depth look at some of the aspects of inspection

This half-day session will update delegates on any changes to inspection from September 2017.

By attending the course participants will:

- become familiar with the process of inspecting safeguarding
- become familiar with the potential focus on inspecting the curriculum

Delivered by

Helen Jones



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Headteachers, Senior Leaders, Deputy/Asst Headteachers

Cost:

£75 (€85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 13 September 2017	9:00am-12:00pm	17MAN/056P
Hertfordshire Development Centre	Wed 13 September 2017	1:00pm-4:00pm	17MAN/057P

Outstanding SENCOs

This is a three-day course (one day per term) for SENCOs wishing to develop outstanding practice.

This innovative and dynamic course will give delegates the confidence to question, analyse and consider the systems and practices and impact on pupils with SEND within their school. Delegates will be challenged to develop their own distinctive style as a SENCO to build confidence in others and create effective teams.

The course will include consideration of the latest research and its implications within participants schools. There will be a focus on developing individual leadership skills and styles and growing a strong sense of accountability across the school which will impact positively on outcomes for children and young people with SEND.

By attending the course participants will:

- explore how to develop effective relationships with colleagues, professionals and parents in order to improve outcomes
- model and inspire others to use innovative approaches to improve teaching and learning for children and young people with SEND
- apply skills of analysis and review to improve the understanding of how pupils with SEND learn
- shape the quality of provision by exploring and using well evidenced research focusing on improvements in academic and social outcomes

Delivered by

Val Hazell



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCOs

Cost:

£380 (€420)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 17 October 2017	9:30am-4:00pm	17SEN/027P
Hertfordshire Development Centre	Thu 1 March 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Tue 12 June 2018	9:30am-4:00pm	

Primary headteachers' seminar: autumn 2017

Delivered by the head of primary achievement and a range of specialist advisers from Herts for Learning, this half-day session will provide updates on current topics in primary education.

Headteachers are invited to bring with them one other member of their senior leadership team to support school discussion. The full agenda will be available closer to the event.

By attending the course participants will:

- receive updates on current and future national initiatives

Delivered by

Tracy Warner, Kerry Godsman, David Cook and additional contributors



Contact us

jasmine.smith-taylor@hertsforlearning.co.uk
01438 845731

Event details

Audience:

Headteachers, Leadership Team, New Headteachers, Senior Leaders

Cost:

£45 per delegate

Venue:	Date(s):	Time:	Course code:
Hilton Hotel, Watford	Tue 17 October 2017	9:15am-11:45am	17MAN/016P
Aubrey Park Hotel, Redbourn	Wed 18 October 2017	9:15am-11:45am	17MAN/017P
Fanhams Hall, Ware	Thu 19 October 2017	9:15am-11:45am	17MAN/018P
Putteridge Bury Conference Centre	Fri 20 October 2017	9:15am-11:45am	17MAN/048P
Fielder Centre, Hatfield	Wed 1 November 2017	9:15am-11:45am	17MAN/015P
Hertfordshire Development Centre	Thu 2 November 2017	9:15am-11:45am	17MAN/014P

Refresher for experienced primary NQT induction tutors

This course is aimed at induction tutors who have mentored NQTs in the past and need to be updated on the induction process and requirements. The main focus of the afternoon will be implementing an effective mentoring programme, improving assessment writing and addressing the Teachers' Standards.

By the end of the course participants will have:

- updated knowledge on the induction regulations and requirements of the induction period
- become more confident in gathering evidence, making judgements and assessing NQTs against the Teachers' Standards
- had an opportunity to discuss good practice and challenges which may arise

Delivered by

Clare Mellish



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

NQT Tutors

Cost:

£75 (E85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 19 September 2017	2:00pm-4:30pm	17NQT/027P

School administration; working towards outstanding

This one-day course will help participants to understand how to maximise the performance of their school admin teams. It focuses on developing leadership skills to improve the effectiveness of their teams through performance appraisal, clear expectations, resilience and purposeful delegation. Participants will also be able to share best practice of office systems and procedures and reflect on how these compare to their own settings.

By the end of the course participants will have:

- a greater focus on your admin teams goals, strengths and areas for development
- knowledge of different processes and procedures to ensure your admin team is efficient
- developed your own communication skills
- an opportunity to meet and network with colleagues

Delivered by

Natalie Dalvarez and Sharon Carlyon



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Admin Staff, Business Managers, Office Managers, Support Staff, Personnel Officers/Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:15am-4:15pm	17SBM/018A

School business management briefing

Delivered by the head of business management services, key leaders within Herts for Learning and other external agencies, this session will provide updates on school business management related topics.

The format of the session will be a short presentation on current issues relating to the business aspects of running a school, followed by an in-depth presentation and group discussion on a specific topic.

The session is for colleagues working in areas such as finance, HR, computing, premises and administration. Welcome beverages are available from 9am; please come along and use this time to network before the briefing starts at 9.15am.

By attending the session participants will:

- receive updates on current and future national initiatives
- network with colleagues and share best practice
- understand the services HfL have to offer schools

Delivered by

Natalie Dalvarez



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Leadership Team, Office Managers, Premises Staff, Support Staff, Personnel Officers/Assistants, Bursars

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Fielder Centre, Hatfield	Wed 13 September 2017	9:15am-12:00pm	17SBM/017A

School business manager professional development programme (SBM PDP) module 1: personal effectiveness

The SBM PDP will explore and examine a range of professional development skills which link to the NASBM behaviours of resilient, decision maker, collaborative, challenger, change catalyst and skilled negotiator.

This is a programme of four modules which will provide an opportunity for you to build upon the professional skills required in order to be effective in your role and to network with colleagues in similar roles. If you are unable to attend the full programme, you may select individual modules to join. These modules are complementary when attended together, but individual modules can be attended.

The first module will provide an opportunity to consider your own personal effectiveness within the working environment.

By attending the session participants will:

- explore the principle of working "smarter"
- examine and explore ways of managing their time and workload, considering important versus urgent priorities
- consider how prioritising and planning develops a resilient working approach
- consider and practice ways of working in a more assertive manner and those that encourage a "win-win" outcome

Delivered by

Alison Parkes



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Business Managers, Office Managers, Support Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-12:30pm	17SBM/020A

SEND briefing

This session will update delegates on local and national developments for special educational needs and disabilities (SEND).

It will help delegates to be confident in understanding their school's statutory duties and provide practical support in enabling them to fulfil their leadership and management responsibilities.

The session will include a range of short updates and also a more in-depth exploration of topical issues to help delegates consider implications for their school.

The aim of the course is to:

- provide information on both national and Hertfordshire developments
- update delegates on the latest issues and guidance relating to SEND

Delivered by

Val Hazell, Louise Barrell and Angela Scott



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCoS/SENCoS, Middle Leaders, Senior Leaders, Chair of Governors

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 27 November 2017	1:30pm-3:30pm	17SEN/028A
The Hertfordshire Golf & Country Club, Broxbourne	Tue 28 November 2017	1:30pm-3:30pm	17SEN/030A
Wodson Park Sports & Recreation Centre, Ware	Wed 29 November 2017	1:30pm-3:30pm	17SEN/029A
The Stanborough Centre, Watford	Thu 30 November 2017	1:30pm-3:30pm	17SEN/031A

The new headteacher induction programme



The new headteacher induction programme is designed to assist the process of initiation to headship and supports new headteachers in balancing the practical demands of their role with personal leadership development.

The support package broadly consists of:

- a pre incumbency meeting
- a welcome event with some very practical information and contact points
- a Hertfordshire Professional Partner (a serving headteacher who can support you in your role)
- an induction programme which includes:
 - making effective use of data
 - self evaluation and the SEF
 - effective confrontation
 - managing under pressure
 - working with governors
 - managing the school budget
 - understanding your data
 - network meetings
- two optional individual coaching sessions (if requested)

For further information contact **Lin Lovett** on **01438 844854**
email: linda.lovett@hertsforlearning.co.uk or visit
thegrid.org.uk/leadership/strategy/new_heads

Special educational needs and disabilities... ready for Ofsted?

This full-day course is relevant for SENCOs and senior leaders with responsibility for special educational needs and disabilities (SEND). It looks, in detail, at the evidence required to support self-evaluation using the essentials of day-to-day good practice.

During the day, we will explore the new Framework for Inspection and consider the implications on practice.

Common themes and areas for development from recent Ofsted inspections will be shared and considered in the context of delegates own schools.

By attending the course participants will:

- consider key factors for the effective leadership of SEND in relation to the most recent Ofsted framework
- have an understanding of the most recent expectations for teachers and other staff in working to ensure good outcomes and progress for pupils with SEND
- reflect on the current practices and prioritise practical next steps

Delivered by

Angela Scott



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCOs, Leadership Team

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:30am-4:00pm	17SEN/025A

The Feedback defibrillator

Feedback is one of the activities that contributes significantly to teachers' workload. This new three-part course aims to dispel the feedback myths, provide strategies that teachers can introduce the very next day, and give practical common sense solutions to tackle the workload issue and improve learning and pupil progress.

Session1: Myths and reality
Researching the research: the knowns and unknowns

Success criteria, creating independence, and funnels

Session 2: Cracking it

Having a life? Feedback and the workload crisis

Workload and state: for both teacher and pupil

All about the time: How much feedback?

Quick wins

Session 3: Finding the Holy Grail: In search of the perfect policy?

This session will introduce an alternative approach to creating a feedback/assessment policy

By attending the course participants will:

- mark less to achieve more
- understand the research and principles surrounding feedback
- stop themselves and their pupils simply 'going through the motions', but develop techniques to build pupils' independence and self-assessment
- gain a wide repertoire of practical feedback strategies to implement in the classroom
- gain a range of INSET ideas and resources to take back to school to develop an alternative feedback policy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£125 (£140)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	4:30pm-6:00pm	17ASS/058A
Hertfordshire Development Centre	Wed 1 November 2017	4:30pm-6:00pm	
Hertfordshire Development Centre	Wed 13 December 2017	4:30pm-6:00pm	

Top Ten Tips for Assessment for Learning

This brand new publication "Top Ten Tips for Assessment for Learning - an alternative approach to writing another policy" has been created in collaboration with the Assessment Team and Hertfordshire practitioners. The purpose of the publication is to provide a structure for schools to use when they are developing and sharing Assessment for Learning strategies. It provides an alternative and perhaps more practical approach to writing another policy document.

The structure has been illustrated by a group of special school practitioners who have shared their 'Top Ten Tips'. Whilst the examples of 'what it looks like' are from special schools, the principles and ideas apply to any educational context. Each tip has practical exemplification, ideas for INSET/staff training and references to other useful sources of information.

This practical session will introduce the book, exploring and trialling some of the ideas from the book so that delegates will be able to make links with their own school and practice in order to develop Assessment for Learning in a collaborative and practical way.

By attending the session participants will:

- understand the purpose, scope and use of the book and how it can be used in school
- receive a copy of the book
- gain a range of INSET ideas and resources to take back to school to develop an alternative AfL policy

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Assessment Co-ordinators, Classroom Teachers, Leadership Team

Cost:

£60 (£65)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 13 September 2017	4:30pm-6:00pm	17ASS/053P
Greenfields Primary School, Watford	Wed 20 September 2017	4:30pm-6:00pm	17ASS/055A
Andrew's Lane Primary School, Cheshunt	Wed 18 October 2017	4:30pm-6:00pm	17ASS/054A

Achieving mathematical age-related expectations by the end of Year 2

As we continue to grapple with the aims and content within the Key Stage 1 curriculum, it is increasingly important to understand what age-related expectations should look like. Aimed at teachers working with Year 1 and 2 pupils, this course will support practitioners with strategies, practical ideas and resources that can be used to enable pupils to secure age-related learning by the end of Key Stage 1.

This course will support Year 1 and 2 teachers to help their pupils achieve the national standard and modify teaching to accelerate learning so that pupils maximise their potential. During the day, delegates will investigate the key mathematical concepts that children find tricky and explore teaching strategies to guide them towards success. This will allow teachers an opportunity to map out their long-term plan across the year implementing the strategies and activities they will engage in during the day.

The aim of the course is to:

- identify key learning in Key Stage 1 and establish strategies to meet end of year statements
- explore barriers which prevent pupils from achieving national expectations
- develop new strategies to support pupils in applying their learning in more challenging problem-solving and reasoning contexts
- be provided with many ideas that can be adapted immediately in classrooms

Delivered by

Deborah Mulrone



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 11 October 2017	9:00am-4:00pm	17MAT/038P

Achieving mathematical age-related expectations in Year 6

As we continue to grapple with the aims and content within the upper Key Stage 2 curriculum, it is increasingly important to understand what age-related expectations should look like. Aimed at teachers working with Year 6 pupils, this course will support practitioners with strategies, practical ideas and resources that can be used to enable pupils to secure age-related learning by the end of the upper Key Stage 2 phase.

This course will support teachers to help their pupils achieve the national standard and modify teaching to accelerate learning so that pupils achieve their potential. During the day, delegates will investigate the key mathematical concepts that pupils find tricky alongside being given practical strategies to develop thinking using mathematical resources in the classroom. This will allow teachers an opportunity to map out their long-term plan across the year. By providing exemplifications of possible sequences of learning, teachers will develop further familiarity with the Year 6 content while developing a sequence to teach back in their own classroom tailored to suit the needs of their pupils.

The aim of the course is to:

- identify key learning in upper Key Stage 2 and consider strategies to meet end of year statements
- explore barriers which might prevent pupils from achieving national expectations
- develop new strategies to support pupils in applying their learning in more challenging problem-solving and reasoning contexts
- explore exemplifications of possible learning sequences

Delivered by

Rachel Rayner



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01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:00am-4:00pm	17MAT/039P

Analysing your data for English and maths subject leaders

This course will give English and maths subject leaders an introduction to (or reminder of) the key tools for analysing pupil performance at the end of the key stages. The main focus will be on using the Hertfordshire assessment profile and the data in the new Analyse School Performance tool, although the use of Fischer Family Trust (FFT) data and the tracking of pupil progress will also be explored.

Course delegates will be able to spend time analysing their own school data, with the support of an assessment adviser, and identify key issues for improvement in their subject. It is essential that participants bring with them a Secure Access to log in to Analyse School Performance, and also the password for FFT (if subscribed) that gives access to pupil-level data. Computers will be made available so delegates do not need to bring laptops.

By attending the course participants will:

- understand the core subject data presented in the Hertfordshire assessment profile, Analyse School Performance and FFT
- understand how to analyse the data to identify key strengths and weaknesses
- have the opportunity to spend time analysing their data supported by advisers

Delivered by

Ben Fuller



Contact us

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01438 844882

Event details

Audience:

Curriculum/Subject Leaders

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 11 December 2017	9:30am-4:00pm	17ASS/069P

Becoming a highly effective mathematics subject leader

This training is aimed at mathematics subject leaders who are either new to the role or looking to enhance their contribution to improving maths across the school.

Throughout the course, delegates will gain an in-depth understanding of the expectations of core subject leadership. Delegates will develop their capacity to evaluate teaching and learning across a range of evidence to drive improvement throughout the school.

The key elements of English subject leadership will be explored through a spotlight on each of the different aims of the English curriculum: effective spoken language, fluent reading for meaning, writing for a range of purposes and vocabulary development. This will enable subject leaders to deepen subject-specific knowledge and understanding.

Schools attending both the English and maths highly effective subject leader courses will receive a 15% discount.

By attending the training participants will:

- be able to examine the role of the subject leader to support them in proactively driving progress and improvements in mathematics
- be able to embed systems that will allow them to manage the challenges and create opportunities to drive standards forward
- be able to create a valuable evidence base for school self-evaluation
- be able to consolidate their learning through a variety of school-based gap tasks
- deepen their understanding of subject-specific content and explore strategies for promoting the aims of the maths curriculum across the school

Delivered by

Louisa Ingram and Nicola Randall



Contact us

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01438 844862

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£510 (£578)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 27 September 2017	9:00am-12:00pm	17MAT/029P
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 16 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 25 April 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 20 June 2018	9:00am-12:00pm	

Deepening learning in mathematics: leading and enabling the mastery curriculum

Have you considered what is meant by a 'breadth and depth' curriculum and the impact this will have for the end of Key Stage judgements? Are you confident about the steps needed to embed a mastery approach? The mastery approach is 'wholly consistent with the implementation of the new curriculum.' (Ofsted, 2015).

This two-day course will help subject leaders to be confident and up to date with current curriculum developments. It will provide them with insight into what is meant by 'mastery', the contributing factors, and the actions leaders can take to achieve this. Delegates will engage in activities that will enable them to identify the impact of the mastery curriculum on pupils' learning.

This course is designed for subject leaders and can be combined with the phase group specific courses to provide a comprehensive programme of training related to embedding a mastery approach to mathematics.

By attending the course participants will:

- understand what is meant by a mastery approach
- enhance their skills to lead and design the mastery curriculum
- develop a confident understanding of fundamental approaches that will allow effective provision for all
- be able to support teachers to take the necessary steps to develop the mastery approach in their classrooms
- be clear about the key indicators that will enable them to evaluate the impact of the mastery curriculum

Delivered by

Nicola Randall and Gill Shearsby-Fox



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01438 844862

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:00am-4:00pm	17MAT/037P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 1

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 1 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Louisa Ingram and Deborah Mulroney



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 25 September 2017	9:00am-4:00pm	17MAT/031P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 2

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 2 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Gillian Shearsby-Fox and Charlie Harber



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01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 29 September 2017	9:00am-4:00pm	17MAT/032P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 3

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 3 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Rachel Rayner and Kate Kellner-Dilks



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01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 2 October 2017	9:00am-4:00pm	17MAT/033P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 4

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 4 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Charlie Harber and Nicola Randall



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-4:00pm	17MAT/034P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 5

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 5 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Siobhan King and Gillian Shearsby-Fox



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 4 October 2017	9:00am-4:00pm	17MAT/035P

Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 6

Would you like to reduce the hours spent planning maths? Would clear guidance and resources to plan effective teaching sequences that secure key learning help you? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course has been designed specifically for Year 6 teachers to make the most effective use of the brand new suite of maths planning resources developed by the HfL maths team. Delegates will walk through the learning sequences and key mathematical concepts in their year group. A full range of resources will be provided and delegates will explore how to adapt them to the needs of their class. Delegates will enhance their understanding of what the end learning should look like and connect it to maximise teaching time.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and how to make effective use of each essential element
- be supported to adapt the resources to the needs of their class
- develop effective learning sequences that provide the right structure and time to secure the key learning
- clarify what really secure learning looks like and strategies to deepen learning

Delivered by

Deborah Mulrone
and Siobhan King



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:00pm	17MAT/036P

Effective mathematics planning: unpicking the learning to secure progress in Years 1 and 2

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844852

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 8 November 2017	9:00am-4:00pm	17NQT/040P

Effective mathematics planning: unpicking the learning to secure progress in Years 3 and 4

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- further develop their subject and curriculum knowledge
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-4:00pm	17NQT/041P

Effective mathematics planning: unpicking the learning to secure progress in Years 5 and 6

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- further develop their subject and curriculum knowledge
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-4:00pm	17NQT/043P

Enhancing maths planning across your school: effectively implementing the new essentials range of resources

Would your colleagues benefit from support to reduce hours spent planning maths? Would your colleagues appreciate clear guidance and resources to plan effective teaching sequences that secure key learning? Then we have the answer for you: HfL maths team's new suite of resources that:

- provide a structured approach that maps effective teaching and learning sequences of the key learning in each year group
- are adaptable to meet the needs of your classes
- enhance teacher subject knowledge
- unpick and illustrate the concepts that need to be understood in key sequences

This course is designed to support leaders to empower their colleagues in making the most effective use of the brand new suite of maths planning resources developed by the HfL maths team.

By attending the course participants will:

- be introduced to the new suite of maths planning and resources
- understand how the resources are structured and each essential element
- develop a strategic plan to implement effectively
- explore strategies to support colleagues
- develop evaluation strategies to ensure key learning has been secured

Delivered by

Rachel Rayner and Nicola Randall



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:00am-4:00pm	17MAT/030P

Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Ben Fuller



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 13 October 2017	9:30am-4:00pm	17NQT/046P

Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Sophie MacNeill



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:30am-4:00pm	17NQT/047P

Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Clare Hodgson



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17NQT/048P

Making maths stick: addressing gaps and misconceptions

Many pupils experience difficulties in developing some aspects of their mathematical understanding and particularly struggle to make crucial links in their learning. Probing this further can reveal where gaps and misconceptions lie and supports the identification of the most important building blocks in learning.

The raised pitch and focus upon a mastery curriculum means it is ever-more challenging for teachers to ensure that all pupils keep up.

By attending the course participants will:

- identify and explore the key gaps and misconceptions
- develop strategies to probe this further to find where the difficulty lies
- enhance teaching approaches to move learning on
- engage in practical activities and tasks that will provide daily opportunities for pupils to improve their reasoning in the classroom

Delivered by

Gill Shearsby-Fox



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos, Support Staff, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 20 November 2017	9:00am-4:00pm	17MAT/044P

Managing effective intervention to help close gaps in mathematics

The curriculum states that the majority of pupils will move broadly at the same pace. Not only is this challenging for some pupils, it places huge demand on teachers and school leaders to secure a greater proportion of age related pupils. Managing and providing opportunity for the right intervention, particularly for vulnerable pupils such as SEND, FSM, PPG and those at risk of not making expected progress, is essential.

This course will refine delegates understanding of what makes effective mathematics intervention, both in and outside the classroom. Using information gathered from recent projects, including the Closing the Gap project for PPG children and work in schools, the advisers will share some tried and tested strategies that have helped to move pupils closer towards age-related expectations.

By attending the course participants will:

- explore a range of possible approaches to plan for effective intervention across the school
- gain a greater understanding of the different forms of intervention and how to manage these
- be in a better position to be able to identify gaps in mathematical understanding, unpick the individual underlying needs, support staff to close these gaps and measure impact

Delivered by

Gill Shearsby-Fox



Contact us

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01438 844862

Event details

Audience:

Curriculum/Subject Leaders, INCos/SENcos, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-4:00pm	17MAT/041P

Marking and feedback: making it manageable and meaningful in both English and mathematics

The central role of effective feedback in raising attainment, supporting progress and closing gaps in learning has been well documented, and has an even greater profile in the new Ofsted framework. High-quality feedback is a critical component in provision for English and mathematics, but striking the right balance between workload and impact has its challenges. This course explores the ways in which school policies, approaches and monitoring activities create a culture of aspiration and continuous improvement. Ways in which these would enable pupils to use feedback to 'improve their knowledge, understanding and skills in English and mathematics' will be explored.

The course will give delegates the opportunity to reflect on current practice and consider how to develop a consistent whole school approach to marking and feedback that is fully supportive of pupil's continuing development in English and maths, fosters positive attitudes towards and develops 'curious, interested' learners and provides a range of manageable feedback models to adopt and adapt to suit the needs of their pupils.

By attending the course participants will:

- learn how to use a range of manageable approaches to feedback and marking to enhance progress and attainment in English and maths
- improve your understanding of how effective feedback and marking helps pupils to develop as reflective learners
- have the opportunity to reflect on their own practice that will feed into school policies and inform monitoring

Delivered by

Martin Galway and David Cook



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Thu 16 November 2017

Time:

9:00am-4:00pm

Course code:

17ENG/050P

Mental mathematics: the secret to success at Key Stage 1

Mental fluency, as the course leads demonstrate, is not as daunting to teach as it may seem. In fact, it's an ability our pupils already have but do they know that yet? Performing calculations in your head is all about breaking down a large problem into simpler and simpler problems until it's finally reduced to a single answer but for this our pupils need to hone certain knowledge and strategies. The framework in mathematics clearly indicates the requirement for pupils to be mentally fluent to a higher level than previous years.

How do teachers ensure that all pupils are provided with an enabling learning environment that allows them to develop varied, adaptive and efficient strategies? Come and enjoy a day full of practical ideas that will ignite your pupils' ability to work mentally with facts at their fingertips and strategies aplenty. Help pupils to tap into their mental mathematics through inventive approaches such as 'Why walk? Take the bus!' and the power of 'Guesstimation'.

By attending the course participants will:

- acquire an understanding of the approaches that enable effective learning
- develop practical approaches that motivate and have impact
- explore the underpinning knowledge to be secured so that mental strategy can flourish

Delivered by

Nicola Randall and Gill Shearsby-Fox



Contact us

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01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Tue 14 November 2017

Time:

9:00am-4:00pm

Course code:

17MAT/042P

Mental mathematics: the secret to success at lower Key Stage 2

Mental fluency, as the course leads demonstrate, is not as daunting to teach as it may seem. In fact, it's an ability our pupils already have but do they know that yet? Performing calculations in your head is all about breaking down a large problem into simpler and simpler problems until it's finally reduced to a single answer but for this our pupils need to hone certain knowledge and strategies. The framework in mathematics clearly indicates the requirement for pupils to be mentally fluent to a higher level than previous years.

How do teachers ensure that all pupils are provided with an enabling learning environment that allows them to develop varied, adaptive and efficient strategies? Come and enjoy a day full of practical ideas that will ignite your pupils' ability to work mentally with facts at their fingertips and strategies aplenty. Help pupils to tap into their mental mathematics through inventive approaches such as 'How do you do yours?' and the power of 'Guesstimation'.

By attending the course participants will:

- acquire an understanding of the approaches that enable effective learning
- develop practical approaches that motivate and have impact
- explore the underpinning knowledge to be secured so that mental strategy can flourish

Delivered by

Louisa Ingram and Rachel Rayner



Contact us

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01438 844862

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 15 November 2017	9:00am-4:00pm	17MAT/043P

Mental mathematics: the secret to success at upper Key Stage 2

Mental fluency, as the course leads demonstrate, is not as daunting to teach as it may seem. In fact, it's an ability our pupils already have but do they know that yet? Performing calculations in your head is all about breaking down a large problem into simpler and simpler problems until it's finally reduced to a single answer but for this our pupils need to hone certain knowledge and strategies. The framework in mathematics clearly indicates the requirement for pupils to be mentally fluent to a higher level than previous years.

How do teachers ensure that all pupils are provided with an enabling learning environment that allows them to develop varied, adaptive and efficient strategies? Come and enjoy a day full of practical ideas that will ignite your pupils' ability to work mentally with facts at their fingertips and strategies aplenty. Help pupils to tap into their mental mathematics through inventive approaches such as 'How do you do yours?' and the power of 'Guesstimation'.

By attending the course participants will:

- acquire an understanding of the approaches that enable effective learning
- develop practical approaches that motivate and have impact
- explore the underpinning knowledge to be secured so that mental strategy can flourish

Delivered by

Deborah Mulroney and Charlie Harber



Contact us

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01438 844862

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 21 November 2017	9:00am-4:00pm	17MAT/045P

Mental mathematics: the secret to success of a whole-school approach

Mental fluency is paramount to learning successfully in mathematics. The implications of the new testing framework in mathematics clearly indicate that the requirement for pupils to be mentally fluent is at a higher level than previous years. To achieve this, it is crucial that schools develop a consistent whole-school approach. This course will enable delegates to develop a coherent and progressive program year-on-year. As such, it is aimed at leaders wishing to make a real impact in this important area for all groups of pupils.

Throughout the day, delegates will uncover the foundations for mental fluency needed in each phase, consider the non-negotiables for year groups, as well as developing whole-school activities that will ensure pupils have facts at their fingertips and know how to use them.

By attending the course participants will:

- develop a clear whole-school progression in mental mathematics and strategic approaches to lead this focus
- acquire an understanding of the approaches that enable really effective learning
- consider practical approaches that motivate and have impact
- explore the underpinning knowledge to be secured so that mental strategy can flourish

Delivered by

Rachel Rayner and
Charlie Harber



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Headteachers, Leadership Team, Middle Leaders,
Deputy/Asst Headteachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 7 November 2017	9:00am-4:00pm	17MAT/040P

New to Year 2

This course is for teachers who are new to, or returning to, teaching in Year 2.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 1 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 1
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Ben Fuller



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 25 September 2017	9:30am-4:00pm	17ASS/048P

New to Year 6

This course is for teachers who are new to, or returning to, teaching in Year 6.

We will explore the statutory requirements for assessing pupil's attainment in the core subjects at Key Stage 2 this year and consider strategies for supporting pupils in their learning journey towards achieving the expected standards.

We will also consider how the Herts for Learning assessment resources can help to track pupils' progress and support planning and teaching throughout the year. (These materials are non-statutory and some schools may have adopted a different approach to assessment. The course will still be relevant even if that is the case.)

By attending the course participants will:

- gain a good understanding of the statutory requirements for assessment at the end of Key Stage 2
- gain strategies to support pupils in their progress towards expected standards

Delivered by

Clare Hodgson



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:30am-4:00pm	17ASS/047P

The reasoning rich classroom: Key Stage 1

How do you teach children the skills to justify, connect, evaluate and generalise to deepen their understanding? How do we achieve reasoning and sense-making as part of our everyday mathematical classrooms?

This practical course will support Year 1 and Year 2 teachers to develop a wealth of adaptable activities that promote reasoning and sense-making matched to the curriculum expectations. Helping pupils develop their mathematical thinking through what they can say and what they can show is an important aspect of the reasoning aim.

Delegates will explore how to develop crucial reasoning habits in their learners and how they can exploit these as valuable assessment opportunities. During the day, delegates will map out the key aspects of reasoning and explore opportunities for pupils to develop and embed these skills into pupils' learning. Delegates will also consider learners' attitudes and the collaborative, mistake-friendly classroom that best supports these goals.

The aim of the course is to:

- define reasoning and identify the key skills and vocabulary that support this learning
- develop a range of reasoning activities for the Year 1 and Year 2 classroom
- explore the characteristics of a reasoning rich classroom
- identify how reasoning activities can be used as part of assessment practice

Delivered by

David Cook



Contact us

sandra.penstone-smith@hertsforlearning.co.uk
01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:00am-4:00pm	17MAT/046P

The reasoning rich classroom: lower Key Stage 2

How do you teach children the skills to justify, connect, evaluate and generalise to deepen their understanding? How do we achieve reasoning and sense-making as part of our everyday mathematical classrooms?

This practical course will support Year 3 and Year 4 teachers to develop a wealth of adaptable activities that promote reasoning and sense-making matched to the curriculum expectations. Helping pupils develop their mathematical thinking through what they can say and what they can show is an important aspect of the reasoning aim.

Delegates will explore how to develop crucial reasoning habits in their learners and how they can exploit these as valuable assessment opportunities. During the day, delegates will map out the key aspects of reasoning and explore opportunities for pupils to develop and embed these skills into pupils' learning. Delegates will also consider learners' attitudes and the collaborative, mistake-friendly classroom that best supports these goals.

The aim of the course is to:

- define reasoning and identify the key skills and vocabulary that support this learning
- develop a range of reasoning activities for the Year 3 and Year 4 classroom
- explore the characteristics of a reasoning rich classroom
- identify how reasoning activities can be used as part of assessment practice

Delivered by

David Cook



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01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 5 December 2017	9:00am-4:00pm	17MAT/047P

The reasoning rich classroom: upper Key Stage 2

How do you teach children the skills to justify, connect, evaluate and generalise to deepen their understanding? How can you help pupils demonstrate their reasoning in elegant and efficient ways?

This practical course will support Year 5 and Year 6 teachers to develop a wealth of adaptable activities that promote reasoning and sense-making matched to the curriculum expectations. Helping pupils develop their mathematical thinking through what they can say and what they can show is an important aspect of the reasoning

Delegates will explore how to develop crucial reasoning habits in their learners and how they can exploit these as valuable assessment opportunities. During the day, delegates will map out the key aspects of reasoning and explore opportunities for pupils to develop and embed these skills into pupils' learning. Delegates will also consider learners' attitudes and the collaborative, mistake-friendly classroom that best supports these goals.

The aim of the course is to:

- define reasoning and identify the key skills and vocabulary that support this learning
- develop a range of reasoning activities for the Year 5 and Year 6 classroom
- explore the characteristics of a reasoning rich classroom
- identify how reasoning activities can be used as part of assessment practice

Delivered by

David Cook



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01438 844862

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 7 December 2017	9:00am-4:00pm	17MAT/048P

MFL subject leadership training

The content of the three-day intense leadership course is assessment, curricular targets, analysis of data, carrying out an audit, creating an action plan and contributing to SEF, improving the learning environment for MFL, raising the profile of MFL, resources and ideas for MFL days/weeks, marking and feedback, monitoring, planning, teaching, work scrutinise, carrying out pupil perception surveys, helping pupils reach age-related expectations, intervention programmes, policy documents, cross-curricular links and most-able resources.

Delegates who have recently completed this course have thoroughly enjoyed looking at insights into the future Ofsted inspections and how to prepare the school and activities for more able pupils. Sharing ideas and a chance to talk through the different techniques has been a great experience for everyone who have been on the course and could not wait to feedback to SLT and colleagues.

By the end of the course participants will be able to:

- recognise and promote outstanding MFL teaching plus have systems in place that will make the day-to-day management of the subject rigorous and workable
- feel secure in their own MFL judgements and develop the pedagogy and subject knowledge of all educators within their establishments
- ensure consistency of teachers' assessment of pupil's levels
- develop effective systems to make best use of assessment plus monitor, evaluate and support classroom practice
- use data (both internal and external) to identify areas for development, contribute to the school's action plan and SEF, thinking, research, national initiatives and useful websites

Delivered by

Yvonne Kennedy



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£380 (£420)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 18 October 2017	9:00am-4:00pm	17MFL/006P
Hertfordshire Development Centre	Wed 7 March 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Wed 16 May 2018	9:00am-4:00pm	

Primary Leaders of Languages Annual Conference

This is the annual modern foreign language event of the year. Delegates can listen to key speakers, be updated on the latest issues surrounding modern languages teaching in primary schools and, as always, have some time to network and share ideas

By attending the conference participants will:

- gain an update on the national, regional and local picture in primary languages
- be able to share innovative ideas and good practice
- be able to network with colleagues

Delivered by

Yvonne Kennedy



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 1 December 2017	9:00am-4:00pm	17MFL/007P

Building Assessment for Learning into everyday teaching in Key Stages 1 and 2

This course, aimed at NQTs, is designed to cover the key components of good practice in day-to-day formative assessment, based on up-to-date thinking and research. Establishing the right classroom ethos for Assessment for Learning to have maximum impact on pupils' progress is key, and this course will explore practical classroom strategies to embed a new culture of learning in every classroom that breeds resilience and confidence in learners while also raising aspirations and fostering wellbeing.

Topics covered in the course include developing the growth mindset, setting good learning objectives, generating success criteria with pupils and using these effectively, feeding back to pupils about their learning, language for learning, enabling pupils to carry out peer and self-assessment, and good quality questioning to move learning forward.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- gain a thorough understanding of the principles of Assessment for Learning and the importance of the growth mindset in developing better learners who are better equipped to deal with tests, work and life
- pick up strategies and resources to take back to the classroom and start using immediately to facilitate good formative assessment

Delivered by

Clare Hodgson



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 21 November 2017	9:30am-4:00pm	17NQT/049P

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 1 and 2

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions. Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Sabrina Wright and
Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:00am-4:00pm	17NQT/042P



Hertfordshire NQT induction service

Primary and special **Register your NQTs with HfL now!**

Whether you are an NQT, NQT induction tutor (mentor), NQT coordinator or headteacher, Herts for Learning, on the behalf of Hertfordshire County Council Appropriate Body, provides a robust structure with professional guidance and support for every stage of the induction process.

Why Herts for Learning?

- an established infrastructure
- specialist advisers and administrative staff who are experienced in advising on all matters pertaining to NQT induction
- external verification of school's judgement by our independent NQT review panel
- contextual knowledge and liaison with key professionals including HIPs, SEAs, HR and regional union representatives
- knowledge of the national agenda and induction regulations
- a dedicated support line for all NQT enquiries
- an all-inclusive cost with no hidden fees
- a proven record in monitoring and tracking to ensure parity across schools

Schools and academies registering their NQTs with HfL will receive:

- administrative services for the registration, monitoring and assessments including returns to the National College for Teaching and Leadership (NCTL)
- an on-line system for headteachers, induction co-ordinators, tutors and NQTs
- an NQT induction handbook and toolkit for all NQTs and tutors detailing the most up to date guidance on the induction process
- telephone, e-mail and face to face advice, support and guidance for headteachers, induction co-ordinators, tutors and NQTs
- advice, support and guidance where NQTs experience difficulties and are assessed at C2/D grade (this includes any necessary monitoring, additional intervention and formal meetings with unions)
- quality assurance to ensure consistency across schools



"Discussions with (the NQT Adviser) have been of particular value"
– Herts Headteacher, March 2016

"When making enquiries using the NQT helpline service, the team were very efficient with dealing with my enquiry and provided information clearly and promptly" – Herts NQT Coordinator, December 2016

The price is **£360 per NQT** (excluding VAT) up to a maximum of two NQTs and **£210 per NQT** (excluding VAT) thereafter.

To register your NQT(s) for September go to <http://herts.nqtmanager.com>

For further information please contact **Julie Grimwade**, NQT Administration Coordinator
email: julie.grimwade@hertsforlearning.co.uk or telephone **01438 844755**

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 3 and 4

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions. Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Alison Dawkins and
Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:00am-4:00pm	17NQT/044P

Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 5 and 6

This course will provide NQTs with an overview of proven successful strategies to inspire and enable writers. Course tutors will model how effective strategies can be applied creatively within the classroom as part of a unit of work. Delegates will explore selecting quality texts, using models for writing effectively, shared writing, drama and role play, and oral rehearsal, as well as strategies to embed key writing skills. The course will exemplify strategies for internalising language patterns and developing vocabulary. Delegates will also examine Assessment for Learning (AfL) strategies, and how these can be used to maximise progress, including: generating clear learning objectives and success criteria; effective use of peer- and self-assessment; adapting planning to meet the needs of learners in your class, and planning for effective interventions. Delegates will leave with an exemplar teaching sequence for immediate use in class. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- be given an overview of proven successful strategies for teaching writing and how these can be used practically within the classroom
- consider how successful strategies can be placed within a well structured teaching sequence for writing
- gain knowledge of how AfL strategies can be used within the lesson to assist pupil progress and move the learning on
- develop a clear understanding of how to use assessments to inform planning for the whole class, as well as individuals and groups of learners

Delivered by

Michelle Nicholson
and Kathy Roe



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 6 December 2017	9:00am-4:00pm	17NQT/045P

Effective mathematics planning: unpicking the learning to secure progress in Years 1 and 2

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844852

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 8 November 2017	9:00am-4:00pm	17NQT/040P

Effective mathematics planning: unpicking the learning to secure progress in Years 3 and 4

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- further develop their subject and curriculum knowledge
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-4:00pm	17NQT/041P

Effective mathematics planning: unpicking the learning to secure progress in Years 5 and 6

This new one-day course, aimed at NQTs, focuses on getting the planning right for mathematics to ensure meaningful sequences of learning are taught well. The Teaching Standards which NQTs aim to meet of 'demonstrating good subject and curriculum knowledge' and 'planning and teaching well-structured lessons' will be well supported by attending this training. We will begin from the National Curriculum end-of-year expectations and ensure course participants have the knowledge and skills to break these down and plan effectively from them. The day will also include take-away ideas, activities and resources which can be tried straight away in the classroom.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore the National Curriculum end-of-year expectations for their year group and unpick what these mean
- break down these expectations into manageable objectives which can be build up into sequences of learning
- consider the main teaching points and meaningful activities which will ensure the pupils make good progress towards the learning
- further develop their subject and curriculum knowledge
- return to school feeling well-equipped to plan and teach mathematics effectively to secure learning and progress for all pupils

Delivered by

Kate Kellner-Dilks



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Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 23 November 2017	9:00am-4:00pm	17NQT/043P

Essential guide to the role of the primary NQT induction tutor for new tutors

This course will enable participants to become familiar with all aspects of the induction process through presentations and discussion groups. Opportunity will be given to focus on the tutor's role and skills needed to be successful, with a focus on the assessment process, classroom observation as a means of support and challenge, building an action and support plan for NQTs who experience difficulties.

By the end of the course participants will have:

- gained an understanding of the induction regulations and the requirements of the induction period and considered how the Teachers' Standards inform the induction period
- looked at how to set up a mentoring programme including setting targets, reviewing progress and the assessment process
- looked at the use of lesson observation in the induction period
- considered how to implement an action and support plan for NQTs who are experiencing difficulties
- gained insight into the mentor/NQT relationship from current NQTs/induction tutors

Delivered by

Clare Mellish



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nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

NQT Tutors

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 12 September 2017	9:30am-3:30pm	17NQT/026P
Hertfordshire Development Centre	Wed 11 October 2017	9:30am-3:30pm	17NQT/028P

EYFS NQT induction programme

This popular, interactive and exciting programme run by the Early Years team will support newly qualified teachers in the Early Years Foundation Stage (EYFS), through a tailor made programme. This will consist of five full days over the academic year.

By attending the programme participants will:

- reflect upon the importance of the learning environment, both indoors and outdoors and plan improvement
- develop classroom organisational skills and use of resources including the deployment of adults
- develop an understanding of the role of the adult in supporting the unique child in adult-directed and child-initiated activities
- evaluate their practice to identify their continuing professional development needs and maximise the opportunity for developing supportive networks between NQT colleagues
- identify the impact of their work on learners and, as appropriate, others with whom you work with including outside agencies

Delivered by

Lucky Khara and
Early Years Advisers



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£640 (£720)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-4:00pm	17NQT/024P
Hertfordshire Development Centre	Wed 8 November 2017	9:30am-4:00pm	
Hertfordshire Development Centre	Thu 8 March 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Tue 24 April 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Thu 24 May 2018	9:30am-4:00pm	

Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Ben Fuller



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 13 October 2017	9:30am-4:00pm	17NQT/046P

Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Sophie MacNeill



Contact us

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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:30am-4:00pm	17NQT/047P

Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Clare Hodgson



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17NQT/048P

Inclusion matters!

This course is designed to support NQTs develop their teaching skills with a particular focus on how to adapt teaching and learning to meet particular special educational needs. Through a range of discussions and practical activities, participants will have the opportunity to explore how high-quality teaching, that is differentiated and personalised, can meet the individual needs of the majority of pupils. The course will explore key terms and concepts for SEND and consider how pupils may experience barriers to learning within the classroom. Practical approaches, strategies and a range of resources to support pupils with high incidence SEN will be provided for delegates to use in their classrooms. By attending this course, schools will be able to acknowledge in their SEN information report that NQTs have received an enhanced level of SEN training as outlined in the Code of Practice. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore how to adapt their teaching to respond to the strengths and needs of pupils with SEND
- deepen their understanding of the role and responsibilities of a classroom teacher as reflected in the Code of Practice
- increase the range of teaching approaches they use to make a positive difference to pupil outcomes
- share experiences of good practice

Delivered by

Louise Barrell



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nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:30am-3:30pm	17NQT/037P

NQTs in special schools induction programme

This programme, run by the HfL SEND Advisers, consists of three sessions over the academic year.

Day one - a taught day in the autumn term with the opportunity to focus on broad special school issues including exploring technology with special school pupils.

The following two half days will be tailored to the needs of the group and will draw upon experienced practitioners from special schools.

By attending the course participants will:

- be introduced to the support systems offered in Hertfordshire for NQTs
- have the opportunity to meet regularly with other NQTs to share ideas
- develop their knowledge, skills and confidence by exploring good practice with experienced special school teachers

Delivered by

Louise Barrell



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£205 (£240) for delegates registered with the Hertfordshire Appropriate Body service
£255 (£290) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-4:00pm	17NQT/036A
Hertfordshire Development Centre	Thu 8 February 2018	1:00pm-4:30pm	
Hertfordshire Development Centre	Wed 20 June 2018	1:00pm-4:30pm	

Phonics: effective planning and teaching through 'Letters and Sounds'

Designed to support NQTs and teachers new to Early Years or Key Stage 1. Delegates will have the opportunity to both secure their own phonic subject knowledge as well as develop familiarity with the guidance for phonics teaching through exploration of the 'Letters and Sounds' publication.

Delegates will explore key strands of the phonics curriculum through practical approaches and hands-on activities, examine the relationship between speaking and listening and early phonological awareness, and investigate useful strategies for assessment of phonics.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving Key Stage.

By attending the course participants will:

- develop an understanding of the acquisition of phonological awareness and progression within the phonic phases
- develop an understanding of Year 1 expectations for phonics and spelling in the National Curriculum
- become confident in using 'Letters and Sounds' to plan for and deliver the daily phonics teaching sequence
- explore strategies for supporting children's application of phonics across the curriculum
- develop an understanding of assessment strategies and tracking

Delivered by

Ruth Goodman



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01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-4:00pm	17NQT/038P

Primary NQT induction programme for NQTs in KS1 and KS2 (East)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By the end of the course participants will have:

- been guided through the expectations of the induction period
- engaged in the process of professional development
- had the opportunity to reflect on their practice
- had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Theobalds Park Hotel, Waltham Cross	Wed 4 October 2017	9:00am-4:00pm	17NQT/050P
Theobalds Park Hotel, Waltham Cross	Wed 7 February 2018	9:00am-4:00pm	
Theobalds Park Hotel, Waltham Cross	Wed 27 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (North)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By the end of the course participants will have:

- been guided through the expectations of the induction period
- engaged in the process of professional development
- had the opportunity to reflect on their practice
- had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 26 September 2017	9:00am-4:00pm	17NQT/033P
Hertfordshire Development Centre	Tue 30 January 2018	9:00am-4:00pm	
Hertfordshire Development Centre	Tue 19 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (South)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By attending the programme participants will:

- have been guided through the expectations of the induction period
- have engaged in the process of professional development
- have had the opportunity to reflect on their practice
- have had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Fielder Centre, Hatfield	Tue 3 October 2017	9:00am-4:00pm	17NQT/035P
Fielder Centre, Hatfield	Tue 6 February 2018	9:00am-4:00pm	
Fielder Centre, Hatfield	Tue 26 June 2018	1:00pm-4:00pm	

Primary NQT induction programme for NQTs in KS1 and KS2 (West)

Providing development and support for NQTs during their induction period. A wide-ranging programme tackling key aspects of the induction period and promoting good progress against the Teachers' Standards. Sessions enable NQTs to receive high-quality training, share experiences and explore strategies for managing the pressures of their first year.

Day 1: Managing (whole-day)

Overview of the induction year, behaviour for learning, feedback for progress, liaising effectively with parents and working effectively with teaching assistants.

Day 2: Developing (whole-day)

Responding to pupils' diverse needs, the interactive classroom, drama techniques across the curriculum and a toolkit for effective time management.

Day 3: Refining (half-day)

Good to outstanding, preparing for NQT+1, subject leadership, reflection on the induction period and professional self review.

By attending the programme participants will:

- have been guided through the expectations of the induction period
- have engaged in the process of professional development
- have had the opportunity to reflect on their practice
- have had the opportunity to network with other NQTs

Delivered by

Clare Mellish and Guest Contributors



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£270 (£310) for delegates registered with the Appropriate Body service
£320 (£360) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Aubrey Park Hotel, Redbourn	Wed 27 September 2017	9:00am-4:00pm	17NQT/034P
Aubrey Park Hotel, Redbourn	Wed 31 January 2018	9:00am-4:00pm	
Aubrey Park Hotel, Redbourn	Wed 20 June 2018	1:00pm-4:00pm	

Refresher for experienced primary NQT induction tutors

This course is aimed at induction tutors who have mentored NQTs in the past and need to be updated on the induction process and requirements. The main focus of the afternoon will be implementing an effective mentoring programme, improving assessment writing and addressing the Teachers' Standards.

By the end of the course participants will have:

- updated knowledge on the induction regulations and requirements of the induction period
- become more confident in gathering evidence, making judgements and assessing NQTs against the Teachers' Standards
- had an opportunity to discuss good practice and challenges which may arise

Delivered by

Clare Mellish



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

NQT Tutors

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 19 September 2017	2:00pm-4:30pm	17NQT/027P

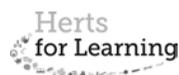
National Rescue Award for swimming teachers and coaches

This two-day course is for teachers or coaches involved in the supervision of swimming in a deep water pool. There will be an opportunity to work practically with pupils using rescue and resuscitation skills in the water and on dry land. Teachers will be able to discuss issues and ask questions related to their own pool environment. The pool depth is 2m 40cm and will allow staff to supervise swimming in a pool up to that depth. The Royal Life Saving Society NRASTC award is valid for two years (24 months).

Please note the Edition 6 NRASTC - as of 1st January 2016 anyone wishing to update over 1 day will need to have a current NPLQ or NRASTC. By current the RLSS requires it to still be within its 24 month validity period, once expired all future candidates must attend a full two-day course.

Delivered by

Rod Reeves - RLSS
UK National Trainer
Assessor



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Middle Leaders, Newly Qualified Teachers, Support Staff, Teaching Assistants, Senior Leaders

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Marlborough School Science College, St Albans	Thu 5 October 2017	8:30am-4:00pm	17PED/003A
Marlborough School Science College, St Albans	Fri 6 October 2017	8:00am-4:00pm	

National Rescue Award for swimming teachers and coaches update

This course is a one-day refresher course for teachers or adults involved in the supervision of swimming in a deep water pool, who have already passed the revised RLSS Award since February 2014. The Royal Life Saving Society NRASTC award is valid for two years (24 months) and then the refresher needs to be completed.

The assessment requires a demonstration of the resuscitation sequence, a practical swim and questions. The pool depth is 2m 40cm and will allow staff to supervise swimming in a pool up to that depth.

Please note the Edition 6 NRASTC - as of 1st January 2016 anyone wishing to update over 1 day will need to have a current NPLQ or NRASTC. By current the RLSS requires it to still be within its 24 month validity period, once expired all future candidates must attend a full two-day course.

Delivered by

Rod Reeves - RLSS
UK National Trainer
Assessor



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Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, Leadership Team, Newly Qualified Teachers, Support Staff, Teaching Assistants, Support for T&L

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Marlborough School Science College, St Albans	Fri 6 October 2017	8:00am-4:00pm	17PED/004A

Using the Sports Premium effectively

The PE and Sport Premium is designed to help primary schools improve the quality of the physical education, physical activity and sport that they offer their pupils. Schools are required to publish details of how they spend their PE and Sport Premium funding and show the impact the school has seen on pupils PE and sport participation. Schools are also encouraged to consider how their use of the premium is giving pupils the opportunity to develop a healthy and active lifestyle. Delegates will be able to review their current plans and explore opportunities to maximise outcomes for all pupils. Reporting the impact of the funding is vital and the course will give guidance in how to identify and measure such impact.

By attending the course participants will:

- be able to review their Sports Premium plan to ensure funding is being used appropriately and is having maximum impact
- be able to put in place interventions that will benefit all pupils
- consider how to improve PE and schools sport
- explore ways in which PE and school sport can contribute to whole-school improvement

Delivered by

Nic Holmes



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders, Senior Leaders

Cost:

£75 (€85)

Venue:

St Joseph's Catholic Primary School,
Hertford

Date(s):

Mon 18 September 2017

Time:

1:30pm-4:00pm

Course code:

17PSE/021P

An introduction to learning mentoring for primary school support staff: removing barriers to learning for PPG and disadvantaged pupils

This course offers an introduction to learning mentoring and would benefit anyone new to the role or considering becoming a learning mentor. A mentor plays a key role in helping a child to achieve their full potential academically, socially and emotionally. Schools that have successfully implemented the skills of learning mentors have seen the positive impact on pupil self-esteem, behaviour and attendance which in turn can help raise attainment and close the gap for PPG and disadvantaged pupils.

By attending the course participants will:

- gain an understanding of what a learning mentor is and the key responsibilities of the role
- learn about the skills and personal qualities needed to be an effective learning mentor
- be aware of the learning mentor process
- understand impact learning mentoring can have on pupils and how progress can be monitored and impact measured

Delivered by

Kate Stockdale



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lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Support Staff, Teaching Assistants, Pastoral Student Support Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-12:00pm	17PSE/014P

Being yourself: valuing diversity in your setting

This two-part course will enable delegates to explore why everyone in the setting should be accepted for who they are and be proud of themselves and their families. Auditing inclusive provision and ideas for inclusive practice will be key components. Part one will consider a range of challenges that face practitioners when creating an inclusive setting and will introduce an auditing tool. Part two will reflect on findings from audits and consider strategies and ideas for embedding best practice in a bespoke way.

By attending the course participants will:

- have a better understand the unique child, their family and their community
- ensure that children & families see their stories reflected and valued in the setting
- audit your setting effectively and identify areas for development
- create a fully inclusive setting that reflects and values everyone's individuality

Delivered by

Kate Stockdale and Sue Tanton



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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, INCos/SENcos, Newly Qualified Teachers, Teaching Assistants

Cost:

£140 (£155)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-12:00pm	17PSE/013P
Hertfordshire Development Centre	Tue 28 November 2017	9:00am-12:00pm	

Flourishing mindfully in schools

Do you want to improve your focus as a teacher and help to encourage young people to concentrate on their learning more? This four-part twilight course is designed for teachers wanting to bring mindfulness and positive psychology including the encouragement of growth mindsets into their whole-school approach. This course provides teachers with a useful insight into the basics of mindfulness and provides ideas to support young people to flourish. It will look at research into its impact and will make the case for schools adopting mindfulness as part of their everyday routines. This unique programme, combines the principles of mindfulness, positive psychology, and action for happiness. It uses as guideline the findings outlined in Martin Seligman's book, 'Flourishing', whilst encouraging teachers to use 'growth mindsets' as a whole school approach, based on the work of Carol Dweck.

The aims of this course are to:

- explore the key benefits of practising mindfulness for both teaching staff and for pupils
- look at the impact of positive psychology and approaches such as CBT (cognitive behavioural therapy) on reducing mental health issues
- understand the psychology of stress and the issues it causes
- challenge autopilot as a mode of existence and to encourage a more positive approach to life
- look at P4C, growth mindsets and restorative approaches as a whole school approach to help pupils flourish

Delivered by

Jayne Wright



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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENcos, Newly Qualified Teachers, All Leaders

Cost:

£164 (£184)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Thu 12 October 2017	3:00pm-5:00pm	17PSE/005A
Apsley 2, Hemel Hempstead	Thu 19 October 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 2 November 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 9 November 2017	3:00pm-5:00pm	

No stone unturned for disadvantaged pupils: wellbeing strategies under PPG

Narrowing the gap for disadvantaged children and young people is a priority focus for all Ofsted inspections across Hertfordshire. This course reviews the impact that can be made through strategies that concern pupil wellbeing and parent partnership. We will consider work on aspirations, motivation, resilience, character education, mindfulness, pupil and parent engagement and use of learning mentors.

By attending the course participants will:

- understand the potential impact of a wide range of wellbeing strategies on closing the gap for disadvantaged children and young people
- consider case studies from research and local schools
- recognise factors that can make the difference in the degree of impact when rolling out these strategies
- develop next steps for taking learning back to school

Delivered by

Karin Hutchinson,
Kate Stockdale and
Jayne Wright



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lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:30am-4:00pm	17PSE/009A

Preventing and tackling peer-to-peer sexual abuse

This course will enable staff from Key Stages 2 to 4 to identify key actions and curriculum delivery to challenge a culture that normalises, hides and supports sexual bullying. We will also consider appropriate responses to incidents.

Data published in September 2015 showed that 5,500 sexual offences were recorded in UK schools over a three-year period, including 600 rapes. A 2010 YouGov poll of 16-18 year olds found 29% of girls experienced unwanted sexual touching at school and a further 71% said they heard sexual name-calling towards girls at school daily or a few times per week.

By attending the course participants will:

- identify curriculum and assembly content to challenge sexual bullying
- recognise opportunities for student led change
- develop skills in responding to incidents of sexual bullying and harassment

Delivered by

Karin Hutchinson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders, Pastoral Student Support Staff, Senior Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Wed 29 November 2017	9:00am-12:00pm	17PSE/011A

Training for PSHCE coordinators

This three-day course is designed for PSHCE education subject leaders or experienced teachers wishing to deepen their understanding of PSHCE. There may be an option of accreditation of this course through the University of Hertfordshire.

This course provides teachers with a useful insight into teaching and learning supporting the development of effective PSHCE education pedagogy and practice. It will help schools to ensure that all aspects of their PSHCE curriculum meets the needs of their students. During the day, delegates are provided with an invaluable opportunity to network with teachers from other schools.

The aims of this course are to:

- explore what constitutes high-quality teaching and learning in PSHCE education and the place of PSHCE education in the curriculum
- enable participants to plan effective lessons and to provide innovative ideas to engage pupils
- provide approaches that enable teachers to tackle sensitive and controversial issues successfully
- explore robust ways to teach sex and relationships education, eSafety, financial education, drug education and mindfulness amongst other topics successfully in the classroom
- explore the importance of assessment in PSHCE

Delivered by

Jayne Wright



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders, Middle Leaders

Cost:

£380 (£420)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Fri 17 November 2017	9:30am-3:30pm	17PSE/008A
Apsley 2, Hemel Hempstead	Wed 10 January 2018	9:30am-3:30pm	
Apsley 2, Hemel Hempstead	Thu 5 July 2018	9:30am-3:30pm	

Using the Sports Premium effectively

The PE and Sport Premium is designed to help primary schools improve the quality of the physical education, physical activity and sport that they offer their pupils. Schools are required to publish details of how they spend their PE and Sport Premium funding and show the impact the school has seen on pupils PE and sport participation. Schools are also encouraged to consider how their use of the premium is giving pupils the opportunity to develop a healthy and active lifestyle. Delegates will be able to review their current plans and explore opportunities to maximise outcomes for all pupils. Reporting the impact of the funding is vital and the course will give guidance in how to identify and measure such impact.

By attending the course participants will:

- be able to review their Sports Premium plan to ensure funding is being used appropriately and is having maximum impact
- be able to put in place interventions that will benefit all pupils
- consider how to improve PE and schools sport
- explore ways in which PE and school sport can contribute to whole-school improvement

Delivered by

Nic Holmes



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Curriculum/Subject Leaders, Senior Leaders

Cost:

£75 (€85)

Venue:

St Joseph's Catholic Primary School,
Hertford

Date(s):

Mon 18 September 2017

Time:

1:30pm-4:00pm

Course code:

17PSE/021P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - EYFS

This stimulating and engaging course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022 at EYFS. Inspirational ideas and resources for Nursery and Reception will be provided by author and Early Years specialist Gill Vaisey. Through a mix of tutor led input and discussion, together with practical demonstration and participation in exemplar activities, delegates will explore the EYFS programme of study.

Participants will consider a range of teaching and learning strategies for ensuring that RE for this age group is entirely appropriate and meaningful. Comprehensive course notes will provide practitioners with examples and a model for future planning and implementation of exciting, engaging RE that is fun for pupils and easy for teachers.

Participants will be prepared to implement the new statutory requirements for Religious Education at Reception and non-statutory entitlement for Nursery children from September 2017 and become more confident in teaching RE at EYFS.

By attending the course participants will:

- examine the new requirements for EYFS set out in the Hertfordshire agreed syllabus of Religious Education 2017-2022 and how these naturally link with the requirements of the People and Communities section of the EYFS
- participate in a range of cross-curricular, practical and enjoyable activities that can be used with Foundation Stage children to support the beliefs and culture elements of the 2014 EYFS curriculum and Religious Education
- identify appropriate resources and activities that enables People and Communities/RE to be explored as part of an integrated curriculum for Early Years children
- explore Understanding Christianity accredited resources from Books at Press and how they support the units and concepts for EYFS
- understand the relationship between Religious Education and Cultural Diversity and recognise the contribution that RE can make to Spiritual, Moral and Social Development and fulfilling the Ofsted criteria for promoting British Values

Delivered by

Lisa Kassapian and Gill Vaisey



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	9:00am-4:00pm	17RED/007P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 1

This course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022 at Key Stage 1. Through a mix of tutor led input and discussions delegates will explore the new Year 1 and Year 2 programme of study with its increased clarity, rigour and inspiring support materials. Participants will consider examples of thoughtful RE, challenging all pupils and promoting deeper thinking for 5-7 year olds. During the session, delegates will engage with a range of approaches that can be embedded in future planning for engaging lessons that build pupils' religious literacy, understanding and interest in religious education.

By attending the course participants will:

- examine changes for Key Stage 1 in the new Hertfordshire Agreed Syllabus of Religious Education 2017-2022
- gain knowledge and understanding of the requirements for teaching the new Year 1 and Year 2 programme of study
- identify appropriate pedagogical approaches to develop pupils' religious literacy and understanding in RE
- explore ways in which the new Hertfordshire learning outcomes can be used to raise pupil attainment
- share strategies of good teaching which will inspire teachers and pupils

Delivered by

Lisa Kassapian and Juliet Lyal



Contact us

kelly.deschamps@hertsforlearning.co.uk
01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Middle Leaders, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-4:00pm	17RED/010P

Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 2

This course will provide practical support and guidance to implement the requirements for the Hertfordshire Agreed Syllabus of Religious Education 2017-2022. Through a mix of tutor led input and discussions delegates will examine the new Key Stage 2 programme of study with its increased clarity and rigour and explore inspiring support materials for lower and upper Key Stage 2. Participants will consider examples of thoughtful RE, challenging all pupils and promoting deeper thinking for 7-11 year olds. During the session, delegates will engage with a range of approaches that can be embedded in future planning for engaging lessons that build pupils' religious literacy, understanding and interest in religious education.

By attending the course participants will:

- examine changes for Key Stage 2 in the new Hertfordshire Agreed Syllabus of Religious Education 2017-2022
- gain knowledge and understanding of the requirements for teaching the new Key Stage 2 programme of study
- identify appropriate pedagogical approaches to develop pupils' religious literacy and understanding in RE
- explore ways in which the new Hertfordshire learning outcomes can be used to raise pupil attainment
- share strategies of good teaching which will inspire teachers and pupils

Delivered by

Lisa Kassapian and
Ellie Olmer



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01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Middle Leaders, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 19 October 2017	9:00am-4:00pm	17RED/011P

Leading RE for the first time

For those teachers who have never lead on RE before, you will evaluate the skills needed to be an effective subject leader. Using discussion, guidance and workshop activities, there will be a focus on leadership and management of the subject area, planning and resourcing, and teaching and learning.

By attending the course participants will:

- develop some of the skills and knowledge needed to lead colleagues in the subject area
- gain an overview of the statutory requirements for leading primary Religious Education in Hertfordshire
- explore methods for supporting improvement in the quality of RE teaching and learning
- examine strategies for raising pupil attainment

Delivered by

Lisa Kassapian



Contact us

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01438 844858

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:15am-3:45pm	17RED/009P

Developing young scientists in Early Years and Key Stage 1

Primary science should inspire pupils and their natural curiosity. Harnessing this curiosity involves providing opportunities for pupils to ask questions, explore materials and the environment, observe, test things out and find answers to questions. Exploring what it means to be a scientist will not only engage and excite pupils but also develop essential working scientifically skills.

This course is for teachers and subject leaders who are looking to inspire future scientists and develop life-long learning skills.

Delivered by

Charlotte Jackson



By attending the course participants will:

- review what it means to work scientifically
- discuss how to inspire curiosity
- consider how to create awe and wonder in science lessons
- explore ideas for child-led investigations
- review how children can show their understanding

Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Years Practitioners

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:00am-4:00pm	17SCI/009P

Developing young scientists in Key Stage 2

Primary science should inspire pupils and their natural curiosity. Harnessing this curiosity involves providing opportunities for pupils to ask questions, explore materials and the environment, observe, test things out and find answers to questions. Exploring what it means to be a scientist will not only engage and excite pupils but also develop essential working scientifically skills.

This course is for teachers and subject leaders who are looking to inspire future scientists and develop life-long learning skills.

By attending the course participants will:

- review what it means to work scientifically
- discuss how to inspire curiosity
- consider how to create awe and wonder in science lessons
- explore ideas for child-led investigations
- review how pupils can show their understanding

Delivered by

Charlotte Jackson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:00am-4:00pm	17SCI/011P

Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Ben Fuller



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Fri 13 October 2017

Time:

9:30am-4:00pm

Course code:

17NQT/046P

Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Delivered by

Sophie MacNeill



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:

Hertfordshire Development Centre

Date(s):

Mon 16 October 2017

Time:

9:30am-4:00pm

Course code:

17NQT/047P

Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6

This course, aimed at NQTs, is designed to cover the key components of summative assessment, including using criteria to assess pupil's learning and plan appropriate next steps, incorporating good assessment opportunities into teaching and reporting to parents about pupils' achievement.

During the course, delegates will gain experience of assessing pupils' work, using the criteria developed by Herts for Learning, which are based upon the National Curriculum.

This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

Delivered by

Clare Hodgson



By attending the course participants will gain:

- an understanding of the progress in skills in the core subjects of English, mathematics and science
- strategies for incorporating good assessment opportunities into everyday teaching to inform teacher assessment judgements
- opportunities to work with colleagues to moderate judgements in reading, writing and mathematics
- an insight into key principles regarding communicating with parents about pupils' achievement

Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Classroom Teachers, Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17NQT/048P

New and aspiring primary science subject leaders

This two-day course is aimed at teachers new to the role of science subject leader or those aspiring to take on this role.

The course will provide participants with an overview of the role in terms of monitoring, evaluating and developing science teaching in primary settings.

By attending the course participants will:

- have a clear understanding of the role of a subject leader
- understand how evidence from a variety of sources can be used to self evaluate and complete a subject leader Self Evaluation Form (SEF)
- understand how the subject leader SEF provides the basis for a subject action plan and how to plan, monitor and evaluate improvements
- understand the need to monitor pupil progress and the requirements for accurate teacher assessment and target setting
- provide ideas for promoting the subject both inside and outside the school

Delivered by

Charlotte Jackson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Advanced Skills Teachers

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 28 September 2017	9:00am-4:00pm	17SCI/004P
Hertfordshire Development Centre	Tue 30 January 2018	9:00am-4:00pm	

Planning an engaging and exciting science week

This course is packed with ideas and tips for planning an exciting and engaging science week, to inspire and motivate primary children of all ages.

Throughout the afternoon, delegates will explore ideas for practical activities, workshops, assemblies, whole-school challenges, demonstrations and outdoor learning opportunities to enrich the science curriculum. Delegates will leave armed with an action plan for a fun packed science week.

By attending the course participants will:

- consider a range of enquiries and challenges that could be run across the whole school
- discuss themes for a science week
- explore a range of exciting practical ideas which enrich the science curriculum
- review resources available to support schools with running inspiring science events
- consider their next steps in planning a science week

Delivered by

Charlotte Jackson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£75 (£85)

Venue:

Hertfordshire Development Centre

Date(s):

Thu 7 December 2017

Time:

1:00pm-4:00pm

Course code:

17SCI/007P

Primary Science Conference

This is the major science event of the year. Delegates can listen to key speakers, participate in workshops, review the resources exhibition and, as always, have some time to network and share ideas with colleagues from other schools and the Local Authority.

The final programme for the conference will be sent out early in the autumn term.

By attending the course participants will:

- have up-to-date knowledge of the science curriculum
- explore the current issues facing primary science
- consider new innovations and resources for science teaching

Delivered by

Charlotte Jackson



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Middle Leaders, Senior Leaders

Cost:

£150 (£170)

Venue:

UH Bayfordbury Campus, Science Building

Date(s):

Fri 20 October 2017

Time:

9:00am-4:00pm

Course code:

17SCI/005P

Thinking differently about science

Address how to maximise learning in practical work by accentuating the opportunity to think and question. Model the experience of deeper learning in practical science experiments with reference to the Ofsted outstanding criteria for teaching and learning.

The day will be divided into a series of three workshops which will enhance the use of practical science from a 'hands-on practical' to a 'minds-on practical'.

By attending the course participants will:

- review issues relating to learning through practical work
- consider how to develop deeper learning through practical science
- explore strategies to promote learning and thinking

Delivered by

Charlotte Jackson



Contact us

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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Fri 17 November 2017	9:00am-4:00pm	17SCI/008A

Assessment tools for SENCOs

This one-day course will explore the range of assessment tools that are available for all SENCOs to use in schools. These tools will help delegates with the 'assess, plan, do, review' cycle, adding depth to the range of other information already gathered through normal school systems and, of course, discussions with pupils and their families. This additional information will help delegates in the planning stage to support and develop those areas of need and overcome barriers to learning.

By attending the course participants will:

- consider responses to information provided through the use of these assessments
- become familiar with a range of tools available for use in schools
- consider when these tools could be used

Delivered by

Angela Scott



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCOs

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:30am-12:30pm	17SEN/026A

Diminishing the difference: accelerating progress in English at Key Stage 1

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." **Narrowing the Gaps: from data analysis to impact - the golden thread (DfE).**

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils. Under-attaining pupils, or those falling behind, are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment. During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 1
- develop a deeper understanding of differentiation to meet a range of needs and learning styles

Delivered by

Kirsten Snook and
Alison Dawkins



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCOs/SENCOs

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:00am-4:00pm	17ENG/042P

Diminishing the difference: accelerating progress in English at Key Stage 2

"Each child needs adults who take the time to understand and personalise provision, through quality first teaching, to help overcome barriers to learning, through the systematic application of what works well." Narrowing the Gaps: from data analysis to impact - the golden thread. (DfE).

This landmark course, which builds on the success of recent action research carried out with schools, has been developed in response to feedback. The day encompasses both reading and writing, bringing the best of subject expertise together to help you close gaps for our vulnerable pupils. Under-attaining pupils - or those falling behind - are everyone's concern, as is how to manage differentiating provision in an increasingly demanding classroom environment.

During the day, we will unpick the aspects of literacy that often hold children back. We will then look at strategies to support pupil's understanding in these areas and close gaps in their learning to increase engagement with - and confidence in - reading and writing.

By attending the course participants will:

- explore the principles and practices behind scaffolding in writing and reading
- take away practical approaches to supporting struggling writers and readers in Key Stage 2
- develop a deeper understanding of differentiation to meet a range of needs

Delivered by

Michelle Nicholson and Sabrina Wright



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCoS/SENCoS, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 31 October 2017	9:00am-4:00pm	17ENG/038P

Flourishing mindfully in schools

Do you want to improve your focus as a teacher and help to encourage young people to concentrate on their learning more? This four-part twilight course is designed for teachers wanting to bring mindfulness and positive psychology including the encouragement of growth mindsets into their whole-school approach. This course provides teachers with a useful insight into the basics of mindfulness and provides ideas to support young people to flourish. It will look at research into its impact and will make the case for schools adopting mindfulness as part of their everyday routines. This unique programme, combines the principles of mindfulness, positive psychology, and action for happiness. It uses as guideline the findings outlined in Martin Seligman's book, 'Flourishing', whilst encouraging teachers to use 'growth mindsets' as a whole school approach, based on the work of Carol Dweck.

The aims of this course are to:

- explore the key benefits of practising mindfulness for both teaching staff and for pupils
- look at the impact of positive psychology and approaches such as CBT (cognitive behavioural therapy) on reducing mental health issues
- understand the psychology of stress and the issues it causes
- challenge autopilot as a mode of existence and to encourage a more positive approach to life
- look at P4C, growth mindsets and restorative approaches as a whole school approach to help pupils flourish

Delivered by

Jayne Wright



Contact us

lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCoS/SENCoS, Newly Qualified Teachers, All Leaders

Cost:

£164 (£184)

Venue:	Date(s):	Time:	Course code:
Apsley 2, Hemel Hempstead	Thu 12 October 2017	3:00pm-5:00pm	17PSE/005A
Apsley 2, Hemel Hempstead	Thu 19 October 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 2 November 2017	3:00pm-5:00pm	
Apsley 2, Hemel Hempstead	Thu 9 November 2017	3:00pm-5:00pm	

Inclusion matters!

This course is designed to support NQTs develop their teaching skills with a particular focus on how to adapt teaching and learning to meet particular special educational needs.

Through a range of discussions and practical activities, participants will have the opportunity to explore how high-quality teaching, that is differentiated and personalised, can meet the individual needs of the majority of pupils. The course will explore key terms and concepts for SEND and consider how pupils may experience barriers to learning within the classroom. Practical approaches, strategies and a range of resources to support pupils with high incidence SEN will be provided for delegates to use in their classrooms.

By attending this course, schools will be able to acknowledge in their SEN information report that NQTs have received an enhanced level of SEN training as outlined in the Code of Practice. This course is most suitable to NQTs and those teachers early in their career. This course would also suit overseas trained teachers, those returning to teaching or moving key stage.

By attending the course participants will:

- explore how to adapt their teaching to respond to the strengths and needs of pupils with SEND
- deepen their understanding of the role and responsibilities of a classroom teacher as reflected in the Code of Practice
- increase the range of teaching approaches they use to make a positive difference to pupil outcomes
- share experiences of good practice

Delivered by

Louise Barrell



Contact us

nomusa.marowa@hertsforlearning.co.uk
01438 844857

Event details

Audience:

Early Career Teachers, Newly Qualified Teachers

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 2 November 2017	9:30am-3:30pm	17NQT/037P

Induction for new SENCOs

This two-day course is for new or aspiring SENCO/INCOs and will provide reassurance and pointers for first steps in the role. The sessions will offer practical ideas to support delegates in ensuring that children and young people with special educational needs and disabilities make good progress.

The course will provide a brief overview of national/local guidance and developments within the context of inclusion and SEND and will highlight implications for the role. There will be a variety of inputs and practical activities.

This course also provides an excellent foundation for the more advanced National Award for SEN Coordination.

By attending the course participants will:

- have greater expertise and understanding of the leadership and management of inclusion
- be able to work together with colleagues to promote personalised learning in their school
- have an awareness of local contacts and networks

Delivered by

Val Hazell



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lorraine.edge@hertsforlearning.co.uk
01438 843445

Event details

Audience:

INCOs/SENCos

Cost:

£275 (£310)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 20 September 2017	9:30am-4:00pm	17SEN/023A
Hertfordshire Development Centre	Wed 11 October 2017	9:30am-4:00pm	

Making effective use of Assessment Manager 7 for SENCOs

This course will enable INCOs/SENCOs to gain a good understanding of assessment principles and procedures, empowering them to use Assessment Manager 7 (AM7) to analyse attainment and progress for groups of pupils in their school. Delegates will gain hands on experience using AM7 with their own school's data and will learn how to use key reports within AM7.

The attendee's school must be using the Herts for Learning AM7 templates for termly tracking of pupil assessment, as provided under the PA Plus subscription, and delegates should have a basic familiarity of SIMS and AM7.

A second delegate from the same school, sharing a computer, will be charged a discounted rate. HfL have allocated six discounted places for schools sending a second delegate, on a first-come, first-served basis.

Delivered by

Ben Fuller – Assessment, Louise Barrell - SEND and Paul Roberts - ICT Services



Contact us

emma.mcdonnell@hertsforlearning.co.uk
01438 845684

Event details

Audience:

Assessment Co-ordinators, INCos/SENCOs, Leadership Team

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-12:30pm	17SIT/079P

Managing effective intervention to help close gaps in mathematics

The curriculum states that the majority of pupils will move broadly at the same pace. Not only is this challenging for some pupils, it places huge demand on teachers and school leaders to secure a greater proportion of age related pupils. Managing and providing opportunity for the right intervention, particularly for vulnerable pupils such as SEND, FSM, PPG and those at risk of not making expected progress, is essential.

This course will refine delegates understanding of what makes effective mathematics intervention, both in and outside the classroom. Using information gathered from recent projects, including the Closing the Gap project for PPG children and work in schools, the advisers will share some tried and tested strategies that have helped to move pupils closer towards age-related expectations.

By attending the course participants will:

- explore a range of possible approaches to plan for effective intervention across the school
- gain a greater understanding of the different forms of intervention and how to manage these
- be in a better position to be able to identify gaps in mathematical understanding, unpick the individual underlying needs, support staff to close these gaps and measure impact

Delivered by

Gill Shearsby-Fox



Contact us

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01438 844862

Event details

Audience:

Curriculum/Subject Leaders, INCos/SENCOs, Middle Leaders

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 13 November 2017	9:00am-4:00pm	17MAT/041P

New to role of teaching assistant

This course provides an essential introduction to effective classroom practice for teaching assistants. During the session, delegates will explore the latest research on how to maximise the impact of their support and share good practice with colleagues from other schools. Practical strategies will be introduced that can be used with pupils across the primary and secondary phase.

The course will develop delegates skills and confidence in building positive working relationships with teachers and enable them to support pupils to make good progress.

By attending the course participants will:

- develop a range of strategies to support learning including questioning
- improve their understanding of effective classroom practice
- share good practice with colleagues from other schools

Delivered by

Louise Barrell



Contact us

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01438 843445

Event details

Audience:

Teaching Assistants

Cost:

£90 (£100)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	10:00am-2:00pm	17SEN/024A

NQTs in special schools induction programme

This programme, run by the HfL SEND Advisers, consists of three sessions over the academic year.

Day one - a taught day in the autumn term with the opportunity to focus on broad special school issues including exploring technology with special school pupils.

The following two half days will be tailored to the needs of the group and will draw upon experienced practitioners from special schools.

By attending the course participants will:

- be introduced to the support systems offered in Hertfordshire for NQTs
- have the opportunity to meet regularly with other NQTs to share ideas
- develop their knowledge, skills and confidence by exploring good practice with experienced special school teachers

Delivered by

Louise Barrell



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01438 844857

Event details

Audience:

Newly Qualified Teachers

Cost:

£205 (£240) for delegates registered with the Hertfordshire Appropriate Body service
£255 (£290) for delegates not registered

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-4:00pm	17NQT/036A
Hertfordshire Development Centre	Thu 8 February 2018	1:00pm-4:30pm	
Hertfordshire Development Centre	Wed 20 June 2018	1:00pm-4:30pm	

Outstanding SENCOs

This is a three-day course (one day per term) for SENCOs wishing to develop outstanding practice.

This innovative and dynamic course will give delegates the confidence to question, analyse and consider the systems and practices and impact on pupils with SEND within their school. Delegates will be challenged to develop their own distinctive style as a SENCO to build confidence in others and create effective teams.

The course will include consideration of the latest research and its implications within participants schools. There will be a focus on developing individual leadership skills and styles and growing a strong sense of accountability across the school which will impact positively on outcomes for children and young people with SEND.

Delivered by

Val Hazell



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01438 843445

Event details

Audience:

INCos/SENCOs

Cost:

£380 (£420)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 17 October 2017	9:30am-4:00pm	17SEN/027P
Hertfordshire Development Centre	Thu 1 March 2018	9:30am-4:00pm	
Hertfordshire Development Centre	Tue 12 June 2018	9:30am-4:00pm	

By attending the course participants will:

- explore how to develop effective relationships with colleagues, professionals and parents in order to improve outcomes
- model and inspire others to use innovative approaches to improve teaching and learning for children and young people with SEND
- apply skills of analysis and review to improve the understanding of how pupils with SEND learn
- shape the quality of provision by exploring and using well evidenced research focusing on improvements in academic and social outcomes

SEND briefing

This session will update delegates on local and national developments for special educational needs and disabilities (SEND).

It will help delegates to be confident in understanding their school's statutory duties and provide practical support in enabling them to fulfil their leadership and management responsibilities.

The session will include a range of short updates and also a more in-depth exploration of topical issues to help delegates consider implications for their school.

Delivered by

Val Hazell, Louise Barrell and Angela Scott



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01438 843445

Event details

Audience:

INCos/SENCOs, Middle Leaders, Senior Leaders, Chair of Governors

Cost:

£50 (£55)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 27 November 2017	1:30pm-3:30pm	17SEN/028A
The Hertfordshire Golf & Country Club, Broxbourne	Tue 28 November 2017	1:30pm-3:30pm	17SEN/030A
Wodson Park Sports & Recreation Centre, Ware	Wed 29 November 2017	1:30pm-3:30pm	17SEN/029A
The Stanborough Centre, Watford	Thu 30 November 2017	1:30pm-3:30pm	17SEN/031A

Special educational needs and disabilities... ready for Ofsted?

This full-day course is relevant for SENCOs and senior leaders with responsibility for special educational needs and disabilities (SEND). It looks, in detail, at the evidence required to support self-evaluation using the essentials of day-to-day good practice.

During the day, we will explore the new Framework for Inspection and consider the implications on practice.

Common themes and areas for development from recent Ofsted inspections will be shared and considered in the context of delegates own schools.

By attending the course participants will:

- consider key factors for the effective leadership of SEND in relation to the most recent Ofsted framework
- have an understanding of the most recent expectations for teachers and other staff in working to ensure good outcomes and progress for pupils with SEND
- reflect on the current practices and prioritise practical next steps

Delivered by

Angela Scott



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Event details

Audience:

INCOs/SENCOs, Leadership Team

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 1 November 2017	9:30am-4:00pm	17SEN/025A

Supporting the SEND learner with apps, ipads and other technologies

Computer technology has long been used in schools and beyond to support pupils with SEND. With the emergence of tablets and the many exciting and engaging apps available, there are now even more ways in which technology can help these pupils to learn, using the full functionality of these devices. In this hands-on course, we will explore ways in which tablets (particularly iPads) can be used to support the learning of pupils and students with SEND. We will look at how to make iPads inclusive, and apps specifically designed for these learners. We will also look at how 'general' educational apps can be used in alternative ways to support individual pupils as they work in the classroom, utilising sound recording, images and video.

This half-day course will give delegates time to explore and consider the potential of the tools for particular pupils within their own setting.

By attending the course participants will:

- look at how to make iPads more accessible to pupils through the accessibility settings
- explore a range of apps specifically designed to support learners with SEND
- have hands-on experience with general multimedia apps which can be used to support individual pupils/students in a variety of engaging ways, including the use of Social Stories (TM)

Delivered by

Chris Carter and Val Hazell



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01438 843445

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, Early Career Teachers, Early Years Practitioners, INCOs/SENCOs, Middle Leaders, Newly Qualified Teachers, Teaching Assistants

Cost:

£105 (£115)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 22 November 2017	1:15pm-4:00pm	17COM/019P

Using SIMS to manage SEN

This course will empower INCOs and SENCOs to record SEN data efficiently in SIMS. Utilising the functionality of reviews, provisions and events a comprehensive SEN record can be created for pupils in SIMS. Data from SIMS can also be extracted into county standard forms and utilised in reports for data analysis. Specialist reports and letters relating to the pupil can be linked to the pupil's record in SIMS. Customisation of the SIMS home page supports efficient working enabling quick access to frequently used areas of SIMS and the display of data on the homepage. As delegates may not have used SIMS before, the pace of this course has been set accordingly.

By attending the course participants will:

- customise the home page and utilise the inbuilt help functionality in SIMS
- run reports for data analysis, populate county standard forms, generate SEN review letters and schedule review meetings
- set up the SEN module in SIMS so it reflects what the school is providing for pupils
- enter reviews, provisions and events for a pupil so that the data is census compliant
- attach notes, documents and also add and link agents and agencies who work with the pupil to the pupil's record

Delivered by

Natalie Daniels



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01438 845684

Event details

Audience:

SIMS Data Managers, INCOs/SENCOs, SIMS System Managers

Cost:

£205 (£230)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 2 October 2017	9:30am-4:30pm	17SIT/065A

Write Away Together

Looking for an effective intervention to improve writing that relies upon a more robust partnership approach between teacher and TA and between TA and pupils?

'Write Away Together' is a Fischer Family Trust guided writing or an intervention programme focused on feedback and improvement. It can be both applicable to all pupils, or used as a one-to-one intervention targeting pupils who need more intense structured support.

One of the top seven strategies identified by the Sutton Trust to raise attainment of disadvantaged and vulnerable learners includes a focus on the pupil's ability to self-manage their own learning. A key feature of the intervention focuses on how to change pupils' writing behaviour so that the skills of proof-reading and editing become increasingly embedded.

The course is intended for a TA to attend along with their SENCO or lead teacher. A range of practical activities will be explored that can be used with pupils across the primary phase.

The aim of the course is to:

- provide a clear structure for writing support
- improve participants understanding of how to improve writing at text, sentence and word level
- support participants in embedding strategies that will improve pupil's independent writing
- offer focused training for TAs to work with teachers to improve writing
- improve participants ability to assess the progress of pupil's writing skills over time

Delivered by

Theresa Clements



Contact us

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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCOs/SENCOs, Teaching Assistants

Cost:

£155 (£175)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-3:30pm	17ENG/047P

An introduction to learning mentoring for primary school support staff: removing barriers to learning for PPG and disadvantaged pupils

This course offers an introduction to learning mentoring and would benefit anyone new to the role or considering becoming a learning mentor. A mentor plays a key role in helping a child to achieve their full potential academically, socially and emotionally. Schools that have successfully implemented the skills of learning mentors have seen the positive impact on pupil self-esteem, behaviour and attendance which in turn can help raise attainment and close the gap for PPG and disadvantaged pupils.

By attending the course participants will:

- gain an understanding of what a learning mentor is and the key responsibilities of the role
- learn about the skills and personal qualities needed to be an effective learning mentor
- be aware of the learning mentor process
- understand impact learning mentoring can have on pupils and how progress can be monitored and impact measured

Delivered by

Kate Stockdale



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01438 843445

Event details

Audience:

Support Staff, Teaching Assistants, Pastoral Student Support Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 12 October 2017	9:00am-12:00pm	17PSE/014P

Do you speak learnish? The role of teaching assistants in the implementation of AfL

For the effective implementation of AfL and development of a learning culture, more is required than the use of isolated strategies. What's needed is a shift in how everyone in the classroom talks about learning, potential and achievement, and how this translates into high-quality teaching and learning. Teaching assistants are well placed for shaping, reinforcing and supporting the learning classroom and the attitudes and beliefs pupils have about themselves and their learning journey. This course provides an essential overview of key underlying principles of AfL and the role of good assessment procedures in effective planning and teaching. Delegates will gain an understanding of how language in the classroom and the feedback process can have positive impact on pupil's progress and engagement. Key aspects of day-to-day assessment will be explored, such as planning clear learning objectives, generating success criteria, giving pupils quality feedback and using effective questioning techniques.

By attending the course participants will have:

- an awareness of the key aspects and principles of AfL
- practical strategies for creating an effective learning environment
- ideas for applying AfL in the classroom

Delivered by

Sophie MacNeill



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Wed 29 November 2017	9:30am-4:00pm	17ASS/061A

New to role of teaching assistant

This course provides an essential introduction to effective classroom practice for teaching assistants. During the session, delegates will explore the latest research on how to maximise the impact of their support and share good practice with colleagues from other schools. Practical strategies will be introduced that can be used with pupils across the primary and secondary phase.

The course will develop delegates skills and confidence in building positive working relationships with teachers and enable them to support pupils to make good progress.

By attending the course participants will:

- develop a range of strategies to support learning including questioning
- improve their understanding of effective classroom practice
- share good practice with colleagues from other schools

Delivered by

Louise Barrell



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01438 843445

Event details

Audience:

Teaching Assistants

Cost:

£90 (£100)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 5 October 2017	10:00am-2:00pm	17SEN/024A

Phase 1-2 phonics: teaching and supporting 'Letters and Sounds'

This course is designed for Foundation Stage practitioners working with 'Letters and Sounds'. Delegates will explore the central importance of speaking, listening and language comprehension in providing a strong foundation for early reading and writing. The three key learning strands within Phase 1 will be explored, together with practical ideas for developing these aspects within their setting. Guidance on assessing children's competence within Phase 1 will be shared and detailed subject knowledge for Phase 2 provided. The course will also explore practical strategies for delivering Phase 2 'Letters and Sounds', as well as ideas for supporting application of these skills within early reading and writing.

By attending the course participants will:

- develop their understanding of the relationship between language comprehension and literacy development
- explore the role of speaking and listening in supporting early phonological awareness
- receive practical ideas for delivering Phases 1 and 2
- feel secure in assessing pupils' progress within Phases 1 and 2
- develop their understanding of age-related expectations regarding pace and progression in phonics teaching

Delivered by

Kirsten Snook and
Ruth Goodman



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Event details

Audience:

Classroom Teachers, Early Years Practitioners,
Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Thu 9 November 2017	9:00am-4:00pm	17ENG/046P

Phase 2-4 phonics: teaching and supporting 'Letters and Sounds'

This course will give delegates the confidence to plan, teach and assess phases 2-4 of 'Letters and Sounds' and support the application of these skills within reading and writing. The session is designed to support delegates in developing their understanding of phonic acquisition. Some basic phonics subject knowledge is assumed.

The aim of the course is to:

- develop an understanding of the acquisition of phonological awareness
- develop an understanding of the phonic phases 2-4 as well as assessment and progression
- build confidence in planning for and delivering the daily phonics teaching sequence and assessing pupils' progress
- examine strategies for supporting pupil's application of phonics across the curriculum

Delivered by

Michelle Nicholson and Ruth Goodman



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Event details

Audience:

Classroom Teachers, Early Years Practitioners, Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:00am-4:00pm	17ENG/031P

School administration; working towards outstanding

This one-day course will help participants to understand how to maximise the performance of their school admin teams. It focuses on developing leadership skills to improve the effectiveness of their teams through performance appraisal, clear expectations, resilience and purposeful delegation. Participants will also be able to share best practice of office systems and procedures and reflect on how these compare to their own settings.

By the end of the course participants will have:

- a greater focus on your admin teams goals, strengths and areas for development
- knowledge of different processes and procedures to ensure your admin team is efficient
- developed your own communication skills
- an opportunity to meet and network with colleagues

Delivered by

Natalie Dalvarez and Sharon Carlyon



Contact us

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01438 845684

Event details

Audience:

Admin Staff, Business Managers, Office Managers, Support Staff, Personnel Officers/Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 3 October 2017	9:15am-4:15pm	17SBM/018A

School business manager professional development programme (SBM PDP) module 1: personal effectiveness

The SBM PDP will explore and examine a range of professional development skills which link to the NASBM behaviours of resilient, decision maker, collaborative, challenger, change catalyst and skilled negotiator.

This is a programme of four modules which will provide an opportunity for you to build upon the professional skills required in order to be effective in your role and to network with colleagues in similar roles. If you are unable to attend the full programme, you may select individual modules to join. These modules are complementary when attended together, but individual modules can be attended.

The first module will provide an opportunity to consider your own personal effectiveness within the working environment.

By attending the session participants will:

- explore the principle of working "smarter"
- examine and explore ways of managing their time and workload, considering important versus urgent priorities
- consider how prioritising and planning develops a resilient working approach
- consider and practice ways of working in a more assertive manner and those that encourage a "win-win" outcome

Delivered by

Alison Parkes



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01438 845684

Event details

Audience:

Business Managers, Office Managers, Support Staff

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 10 October 2017	9:30am-12:30pm	17SBM/020A

Teaching assistants: effective support for English

This course will offer teaching assistants the opportunity and time needed to consider how primary aged children learn to be literate. The content of the day will develop from a close look at basic skills through to the use of more developed techniques and strategies that enable pupils to become confident readers and writers. Development of literacy subject knowledge will underpin the training and questioning techniques will be explored through the context of 'next steps' assessment. There will also be opportunities for discussion.

By attending the course participants will:

- learn effective approaches to supporting groups and individuals within whole class teaching situations
- develop their own subject knowledge which will enhance the quality of oral work
- improve their questioning techniques

Delivered by

Sabrina Wright



Contact us

anne.coad@hertsforlearning.co.uk
01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 9 October 2017	9:30am-4:00pm	17ENG/032P

Teaching assistants: fun approaches to teaching grammar

This half-day course is aimed at teaching assistants working with pupils in Year 1 to Year 6. The session will introduce delegates to basic grammatical subject knowledge using terminology in line with the curriculum expectations. Delegates will examine the teaching of word classes, sentence structure, the use of fun and engaging resources and strategies to encourage learning that sticks.

Participants will receive a pack and a CD of resources for immediate classroom use.

By attending the course participants will:

- examine strategies for effectively teaching word classes and sentence structure
- explore grammar through engagement with practical activities
- be given an understanding of basic grammatical subject knowledge
- investigate resources and strategies to encourage learning that sticks

Delivered by

Kathy Roe



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£75 (£85)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 16 October 2017	9:15am-12:15pm	17ENG/035P

Teaching assistants: spotlight on phonics and spelling

Are you new to phonics or have you been delivering phonics for a while but would like some reassurance that you are on the right track? Have you been asked to support phonics within the Foundation Stage, Key Stage 1 or Key Stage 2 as part of small group work or within whole-class sessions and want to ensure that you are getting it right?

During the session delegates will have the opportunity to get to grips with synthetic phonics and will spend the day securing an understanding of progression through the phonic phases of 'Letters and Sounds'. A range of practical activities will be explored that can be used with pupils across the primary phase.

By attending the course participants will:

- improve your synthetic phonics subject knowledge
- gain a clear understanding of progression in phonics
- develop a good grasp of practical ideas that will support all pupils in using phonics to secure word reading and later spelling skills

Delivered by

Alison Dawkins and
Sabrina Wright



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01438 844882

Event details

Audience:

Teaching Assistants

Cost:

£150 (£170)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Mon 6 November 2017	9:30am-4:00pm	17ENG/044P

Write Away Together

Looking for an effective intervention to improve writing that relies upon a more robust partnership approach between teacher and TA and between TA and pupils?

'Write Away Together' is a Fischer Family Trust guided writing or an intervention programme focused on feedback and improvement. It can be both applicable to all pupils, or used as a one-to-one intervention targeting pupils who need more intense structured support.

One of the top seven strategies identified by the Sutton Trust to raise attainment of disadvantaged and vulnerable learners includes a focus on the pupil's ability to self-manage their own learning. A key feature of the intervention focuses on how to change pupils' writing behaviour so that the skills of proof-reading and editing become increasingly embedded.

The course is intended for a TA to attend along with their SENCO or lead teacher. A range of practical activities will be explored that can be used with pupils across the primary phase.

The aim of the course is to:

- provide a clear structure for writing support
- improve participants understanding of how to improve writing at text, sentence and word level
- support participants in embedding strategies that will improve pupil's independent writing
- offer focused training for TAs to work with teachers to improve writing
- improve participants ability to assess the progress of pupil's writing skills over time

Delivered by

Theresa Clements



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01438 844882

Event details

Audience:

Classroom Teachers, Curriculum/Subject Leaders, INCos/SENCos, Teaching Assistants

Cost:

£155 (£175)

Venue:	Date(s):	Time:	Course code:
Hertfordshire Development Centre	Tue 14 November 2017	9:30am-3:30pm	17ENG/047P

Event Title	Start Date	Course ID
Analysing your data for deputy headteachers and senior leaders	04-Dec-17	17ASS/059P
Analysing your data for English and maths subject leaders	11-Dec-17	17ASS/069P
Assessment update briefing	15-Sep-17	17ASS/042P
Assessment update briefing	19-Sep-17	17ASS/044P
Assessment update briefing	21-Sep-17	17ASS/045P
Assessment update briefing	22-Sep-17	17ASS/046P
Carrying out the role of primary assessment co-ordinator	14-Nov-17	17ASS/050P
Developing a school-wide learning ethos: shifting the culture	05-Dec-17	17ASS/056A
Do you speak learnish? The role of teaching assistants in the implementation of AfL	29-Nov-17	17ASS/061A
Embedding Formative Assessment with Dylan Wiliam: one-day conference	07-Sep-17	17ASS/002A
Growing minds	18-Oct-17	17ASS/051P
Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard	13-Nov-17	17ASS/065P
Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard	13-Nov-17	17ASS/066P
Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard	17-Nov-17	17ASS/067P
Making effective use of the new Analyse School Performance tool (the replacement to RAISEonline) and Inspection Dashboard	20-Nov-17	17ASS/068P
Making marking easy but effective	19-Oct-17	17ASS/063A
New to Year 2	25-Sep-17	17ASS/048P
New to Year 6	26-Sep-17	17ASS/047P
Pupil power: growing independent learners	06-Dec-17	17ASS/057A

Event Title	Start Date	Course ID
Sowing the seeds of success: growing courageous learners through Assessment for Learning in the Early Years and Year 1	12-Oct-17	17ASS/049P
The Feedback defibrillator	04-Oct-17	17ASS/058A
Top Ten Tips for Assessment for Learning	13-Sep-17	17ASS/053P
Top Ten Tips for Assessment for Learning	20-Sep-17	17ASS/055A
Top Ten Tips for Assessment for Learning	18-Oct-17	17ASS/054A
Health and safety for school business managers	04-Oct-17	17SBM/019A
HR restructure and redundancies: what schools need to know	21-Sep-17	17SBM/015A
HR restructure and redundancies: what schools need to know	28-Nov-17	17SBM/021A
School administration; working towards outstanding	03-Oct-17	17SBM/018A
School business management briefing	13-Sep-17	17SBM/017A
School business manager professional development programme (SBM PDP) module 1: personal effectiveness	10-Oct-17	17SBM/020A
Exploring technology in the EYFS	18-Oct-17	17COM/015P
Getting started with G-Suite for Education - a teacher's guide	01-Nov-17	17COM/016A
Learning to lead - successful leadership of primary computing	20-Sep-17	17COM/020P
Primary computing subject leaders' update	08-Nov-17	17COM/017P
Primary computing subject leaders' update	15-Nov-17	17COM/018P
Supporting the SEND learner with apps, iPads and other technologies	22-Nov-17	17COM/019P
Teaching computing at Key Stage 1	26-Sep-17	17COM/012P
Teaching computing at lower Key Stage 2	04-Oct-17	17COM/013P
Teaching computing at upper Key Stage 2	11-Oct-17	17COM/014P
Designated senior person safeguarding training (level two, single agency, specialist training)	12-Sep-17	17CPT/017A

Event Title	Start Date	Course ID
Designated senior person safeguarding training (level two, single agency, specialist training)	26-Sep-17	17CPT/018A
Designated senior person safeguarding training (level two, single agency, specialist training)	18-Oct-17	17CPT/019A
Designated senior person safeguarding training (level two, single agency, specialist training)	07-Nov-17	17CPT/020A
Designated senior person safeguarding training (level two, single agency, specialist training)	05-Dec-17	17CPT/021A
Designated senior person training - half-day refresher	19-Sep-17	17CPT/025A
Designated senior person training - half-day refresher	19-Sep-17	17CPT/026A
Designated senior person training - half-day refresher	30-Nov-17	17CPT/027A
Designated senior person training - half-day refresher	30-Nov-17	17CPT/028A
Reducing and managing allegations against staff	03-Oct-17	17CPT/013A
Reducing and managing allegations against staff	22-Nov-17	17CPT/014A
Defeating disadvantage - maximising the use of the Early Years pupil premium to accelerate progress	09-Oct-17	17EAY/031P
Defeating disadvantage - maximising the use of the Early Years pupil premium to accelerate progress	11-Oct-17	17EAY/032P
Effective and efficient observation, assessment and planning in the EYFS	02-Nov-17	17EAY/022P
Foundation Stage essentials	05-Oct-17	17EAY/020P
Jazz up your music teaching!	16-Nov-17	17EAY/027P
Leading your Foundation Stage	26-Sep-17	17EAY/019P
Let's get physical!	04-Oct-17	17EAY/037P
Magic maths and funky phonics	09-Nov-17	17EAY/028P
Paint, squiggle, draw! Teaching children the skills of painting and drawing	06-Nov-17	17EAY/034P
Securing high-quality provision when offering 30 hours in the EYFS	21-Sep-17	17EAY/017P
Securing high-quality provision when offering 30 hours in the EYFS	21-Sep-17	17EAY/018P

Event Title	Start Date	Course ID
Securing starting points for Nursery and Reception children-moderating Early Years outcomes	02-Oct-17	17EAY/043P
Securing starting points for Nursery and Reception children-moderating Early Years outcomes	02-Oct-17	17EAY/044P
Securing starting points for Nursery and Reception children-moderating Early Years outcomes	04-Oct-17	17EAY/023P
Securing starting points for Nursery and Reception children-moderating Early Years outcomes	05-Oct-17	17EAY/024P
Securing starting points for Nursery and Reception children-moderating Early Years outcomes	06-Oct-17	17EAY/045P
Supporting children to become effective writers	18-Oct-17	17EAY/030P
Tell me a story - storytelling through role play and music	03-Nov-17	17EAY/029P
The importance of teaching during child-initiated learning	07-Nov-17	17EAY/036P
The practitioner's role in the EYFS classroom	21-Nov-17	17EAY/033P
Tuning into children - a practical approach to linking child development into practice	12-Oct-17	17EAY/026P
Understanding and analysing your Early Years Foundation Stage data	11-Oct-17	17EAY/021P
Work or play in the Early Years	05-Oct-17	17EAY/025P
Assessing and securing greater depth in Year 6 writing	08-Nov-17	17ENG/045P
Becoming a highly effective English subject leader	26-Sep-17	17ENG/061P
Diminishing the difference: accelerating progress in English at Key Stage 1	01-Nov-17	17ENG/042P
Diminishing the difference: accelerating progress in English at Key Stage 2	31-Oct-17	17ENG/038P
Guided reading at Key Stage 1: developing fluent readers	15-Nov-17	17ENG/048P
Guided reading at Key Stage 2: developing thinking readers	15-Nov-17	17ENG/049P
Key Stage 1 grammar: the fine detail and application	30-Nov-17	17ENG/057P
Marking and feedback: making it manageable and meaningful in both English and mathematics	16-Nov-17	17ENG/050P
Mastering spelling at Year 2: accuracy, rules and patterns	28-Nov-17	17ENG/056P

Event Title	Start Date	Course ID
Phase 1-2 phonics: teaching and supporting 'Letters and Sounds'	09-Nov-17	17ENG/046P
Phase 2-4 phonics: teaching and supporting 'Letters and Sounds'	03-Oct-17	17ENG/031P
Raising attainment through broadening vocabulary	05-Dec-17	17ENG/059P
Responding to the Year 1 screening check	28-Sep-17	17ENG/030P
Securing age-related expectations in English - Year 2	17-Oct-17	17ENG/036P
Securing age-related expectations in English - Year 6	12-Oct-17	17ENG/039P
Shared writing deconstructed: unpicking a process for raising writing standards in Years 3 and 4	10-Oct-17	17ENG/033P
Shared writing deconstructed: unpicking a process for raising writing standards in Years 5 and 6	18-Oct-17	17ENG/037P
Stretch and challenge for high-attaining pupils at Key Stage 1	22-Nov-17	17ENG/053P
Stretch and challenge for high-attaining pupils at Key Stage 2	22-Nov-17	17ENG/054P
Teaching and assessing reading comprehension	03-Nov-17	17ENG/043P
Teaching assistants: effective support for English	09-Oct-17	17ENG/032P
Teaching assistants: fun approaches to teaching grammar	16-Oct-17	17ENG/035P
Teaching assistants: spotlight on phonics and spelling	06-Nov-17	17ENG/044P
Write Away Together	14-Nov-17	17ENG/047P
Year 1 phonics and spelling: planning and assessment	12-Dec-17	17ENG/060P
Year 3 and 4 grammar: the fine detail and application	04-Dec-17	17ENG/058P
Year 3 and 4 spelling: the fine detail and application	16-Nov-17	17ENG/052P
Year 5 and 6 grammar: the fine detail and application	06-Nov-17	17ENG/051P
Year 5 and 6 spelling: the fine detail and application	27-Nov-17	17ENG/055P
Safeguarding in a digital world: eSafety for primary schools	10-Oct-17	17EST/001P
Academy trusts - understanding your financial statements	20-Nov-17	17FSS/050A
Converting to academy - what finance teams need to know	22-Sep-17	17FSS/049A

Event Title	Start Date	Course ID
Converting to RM Finance Online	30-Aug-17	17FSS/022P
Converting to RM Finance Online	07-Sep-17	17FSS/023P
Converting to RM Finance Online	11-Sep-17	17FSS/024P
Financial management for the senior leadership team in Hertfordshire County Council maintained schools	18-Oct-17	17FSS/053A
Financial management for the senior leadership team of academy trusts	18-Oct-17	17FSS/037A
Financial procedures for school finance staff	15-Nov-17	17FSS/044A
Getting the most out of RM Finance Online	30-Nov-17	17FSS/048P
HCSS - rolling budgets	06-Dec-17	17FSS/031A
HCSS - rolling budgets	08-Dec-17	17FSS/032A
Preparing the Annual Accounts Return	20-Oct-17	17FSS/051A
RM Finance Online for new users	09-Nov-17	17FSS/025P
RM Finance Online refresher	06-Sep-17	17FSS/033P
RM Finance Online refresher	06-Sep-17	17FSS/036P
RM Finance Online refresher	08-Sep-17	17FSS/026P
RM Finance Online refresher	08-Sep-17	17FSS/034P
RM Finance Online: moving to a Plan B Contract	16-Nov-17	17FSS/045P
RM Finance Online: moving to a Termly Contract	24-Nov-17	17FSS/030P
RM Finance Online: Purchase Orders	16-Nov-17	17FSS/029P
RM Finance Online: setting up your Fund and Capital Accounts	19-Sep-17	17FSS/039P
RM Finance Online: setting up your Fund and Capital Accounts	19-Sep-17	17FSS/040P
RM Finance Online: setting up your Fund and Capital Accounts	27-Sep-17	17FSS/041P
RM Finance Online: setting up your Fund and Capital Accounts	27-Sep-17	17FSS/042P
RM Finance Online: termly refresher	24-Nov-17	17FSS/047P

Event Title	Start Date	Course ID
SIMS FMS: Accounts Payable for new users	05-Oct-17	17FSS/027A
SIMS FMS: Accounts Receivable for new users	05-Oct-17	17FSS/038A
SIMS FMS: the General Ledger and Month-End Procedures	10-Oct-17	17FSS/043A
SIMS FMS: using the Financial Reporting Suite	10-Oct-17	17FSS/028A
Essentials for leaders of primary geography	05-Oct-17	17GEO/001P
Essentials for leaders of primary history	28-Sep-17	17HIS/001P
Appraisal and capability workshop	16-Oct-17	17SHR/007A
Avoiding grievances – managing staff conflict	30-Nov-17	17SHR/010A
How to conduct a disciplinary investigation and write the report	13-Nov-17	17SHR/009A
Staff conduct and discipline: essential training for managers	03-Nov-17	17SHR/008A
Strategic absence management	03-Oct-17	17SHR/006A
Making effective use of Assessment Manager 7 for SENCOs	29-Nov-17	17SIT/079P
School Workforce Census	12-Oct-17	17SIT/068A
School Workforce Census	17-Oct-17	17SIT/071A
School Workforce Census on school data	12-Oct-17	17SIT/069A
School Workforce Census on school data	17-Oct-17	17SIT/072A
SIMS Assessment Manager 7	05-Dec-17	17SIT/081P
SIMS Assessment Manager on school data	05-Dec-17	17SIT/082P
SIMS Attendance	18-Sep-17	17SIT/060A
SIMS Attendance Reporting	18-Sep-17	17SIT/061A
SIMS Dinner Money for new users	29-Sep-17	17SIT/064P
SIMS for new users	14-Sep-17	17SIT/058A
SIMS for new users	14-Nov-17	17SIT/075A
SIMS Personnel	09-Oct-17	17SIT/066A
SIMS Personnel Reporting	09-Oct-17	17SIT/067A
SIMS Reporting (advanced)	28-Nov-17	17SIT/078A

Event Title	Start Date	Course ID
SIMS Reporting (basic)	25-Sep-17	17SIT/063A
SIMS Staff Performance on school data	07-Nov-17	17SIT/073A
SIMS Student List Reporting	08-Nov-17	17SIT/074A
Using Assessment Manager 7 in the Early Years Foundation Stage	10-Nov-17	17SIT/083P
Using SIMS to manage SEN	02-Oct-17	17SIT/065A
Effective confrontation for senior leaders and managers	17-Nov-17	17MAN/053A
Ofsted updates - an in-depth look at some of the aspects of inspection	13-Sep-17	17MAN/056P
Ofsted updates - an in-depth look at some of the aspects of inspection	13-Sep-17	17MAN/057P
Primary headteachers' seminar: autumn 2017	17-Oct-17	17MAN/016P
Primary headteachers' seminar: autumn 2017	18-Oct-17	17MAN/017P
Primary headteachers' seminar: autumn 2017	19-Oct-17	17MAN/018P
Primary headteachers' seminar: autumn 2017	20-Oct-17	17MAN/048P
Primary headteachers' seminar: autumn 2017	01-Nov-17	17MAN/015P
Primary headteachers' seminar: autumn 2017	02-Nov-17	17MAN/014P
Achieving mathematical age-related expectations by the end of Year 2	11-Oct-17	17MAT/038P
Achieving mathematical age-related expectations in Year 6	02-Nov-17	17MAT/039P
Becoming a highly effective mathematics subject leader	27-Sep-17	17MAT/029P
Deepening learning in mathematics: leading and enabling the mastery curriculum	09-Oct-17	17MAT/037P
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 1	25-Sep-17	17MAT/031P
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 2	29-Sep-17	17MAT/032P
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 3	02-Oct-17	17MAT/033P
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 4	03-Oct-17	17MAT/034P

Event Title	Start Date	Course ID
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 5	04-Oct-17	17MAT/035P
Effective mathematical learning sequences: making the most of the new essentials planning resources in Year 6	05-Oct-17	17MAT/036P
Enhancing maths planning across your school: effectively implementing the new essentials range of resources	20-Sep-17	17MAT/030P
Making maths stick: addressing gaps and misconceptions	20-Nov-17	17MAT/044P
Managing effective intervention to help close gaps in mathematics	13-Nov-17	17MAT/041P
Mental mathematics: the secret to success at Key Stage 1	14-Nov-17	17MAT/042P
Mental mathematics: the secret to success at lower Key Stage 2	15-Nov-17	17MAT/043P
Mental mathematics: the secret to success at upper Key Stage 2	21-Nov-17	17MAT/045P
Mental mathematics: the secret to success of a whole-school approach	07-Nov-17	17MAT/040P
The reasoning rich classroom: Key Stage 1	29-Nov-17	17MAT/046P
The reasoning rich classroom: lower Key Stage 2	05-Dec-17	17MAT/047P
The reasoning rich classroom: upper Key Stage 2	07-Dec-17	17MAT/048P
Foreign language assistant induction	09-Oct-17	17MFL/005P
MFL subject leadership training	18-Oct-17	17MFL/006P
Primary Leaders of Languages Annual Conference	01-Dec-17	17MFL/007P
Building Assessment for Learning into everyday teaching in Key Stages 1 and 2	21-Nov-17	17NQT/049P
Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 1 and 2	31-Oct-17	17NQT/042P
Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 3 and 4	29-Nov-17	17NQT/044P
Effective English planning and teaching: using rich texts to plan productive teaching sequences in Years 5 and 6	06-Dec-17	17NQT/045P
Effective mathematics planning: unpicking the learning to secure progress in Years 1 and 2	08-Nov-17	17NQT/040P

Event Title	Start Date	Course ID
Effective mathematics planning: unpicking the learning to secure progress in Years 3 and 4	13-Nov-17	17NQT/041P
Effective mathematics planning: unpicking the learning to secure progress in Years 5 and 6	23-Nov-17	17NQT/043P
Essential guide to the role of the primary NQT induction tutor for new tutors	12-Sep-17	17NQT/026P
Essential guide to the role of the primary NQT induction tutor for new tutors	11-Oct-17	17NQT/028P
EYFS NQT induction programme	10-Oct-17	17NQT/024P
Forming secure teacher assessments and assessing pupils' progress in Years 1 and 2	13-Oct-17	17NQT/046P
Forming secure teacher assessments and assessing pupils' progress in Years 3 and 4	16-Oct-17	17NQT/047P
Forming secure teacher assessments and assessing pupils' progress in Years 5 and 6	09-Oct-17	17NQT/048P
Inclusion matters!	02-Nov-17	17NQT/037P
NQTs in special schools induction programme	10-Oct-17	17NQT/036A
Phonics: effective planning and teaching through 'Letters and Sounds'	19-Oct-17	17NQT/038P
Primary NQT induction programme for NQTs in KS1 and KS2 (East)	04-Oct-17	17NQT/050P
Primary NQT induction programme for NQTs in KS1 and KS2 (North)	26-Sep-17	17NQT/033P
Primary NQT induction programme for NQTs in KS1 and KS2 (South)	03-Oct-17	17NQT/035P
Primary NQT induction programme for NQTs in KS1 and KS2 (West)	27-Sep-17	17NQT/034P
Refresher for experienced Primary NQT induction tutors	19-Sep-17	17NQT/027P
National Rescue Award for swimming teachers and coaches	05-Oct-17	17PED/003A
National Rescue Award for swimming teachers and coaches update	06-Oct-17	17PED/004A

Event Title	Start Date	Course ID
An introduction to learning mentoring for primary school support staff: removing barriers to learning for PPG and disadvantaged pupils	12-Oct-17	17PSE/014P
Being yourself: valuing diversity in your setting	03-Oct-17	17PSE/013P
Flourishing mindfully in schools	12-Oct-17	17PSE/005A
No stone unturned for disadvantaged pupils: wellbeing strategies under PPG	13-Nov-17	17PSE/009A
Preventing and tackling peer-to-peer sexual abuse	29-Nov-17	17PSE/011A
Training for PSHCE coordinators	17-Nov-17	17PSE/008A
Using the Sports Premium effectively	18-Sep-17	17PSE/021P
Implementing the new Hertfordshire Agreed Syllabus of Religious Education - EYFS	05-Oct-17	17RED/007P
Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 1	12-Oct-17	17RED/010P
Implementing the new Hertfordshire Agreed Syllabus of Religious Education - Key Stage 2	19-Oct-17	17RED/011P
Leading RE for the first time	28-Sep-17	17RED/009P
Developing young scientists in Early Years and Key Stage 1	14-Nov-17	17SCI/009P
Developing young scientists in Key Stage 2	29-Nov-17	17SCI/011P
New and aspiring primary science subject leaders	28-Sep-17	17SCI/004P
Planning an engaging and exciting science week	07-Dec-17	17SCI/007P
Primary Science Conference	20-Oct-17	17SCI/005P
Thinking differently about science	17-Nov-17	17SCI/008A
Assessment tools for SENCOs	31-Oct-17	17SEN/026A
Induction for new SENCOs	20-Sep-17	17SEN/023A
New to role of teaching assistant	05-Oct-17	17SEN/024A
Outstanding SENCOs	17-Oct-17	17SEN/027P
SEND briefing	27-Nov-17	17SEN/028A
SEND briefing	28-Nov-17	17SEN/030A

Event Title	Start Date	Course ID
SEND briefing	29-Nov-17	17SEN/029A
SEND briefing	30-Nov-17	17SEN/031A
Special educational needs and disabilities...ready for Ofsted?	01-Nov-17	17SEN/025A

Terms and conditions

Booking online

Please ensure that all relevant sections are completed before submitting your booking. Online course bookings can be made up to 18 hours before the event takes place.

Confirmed booking – the booking contract

You will receive an e-mail confirmation of your booking with details of the course booked and a unique booking ID. This e-mail will signify that the booking is confirmed upon the basis that you agree to pay all the charges set out in the booking contract. If there are any changes to or cancellation of the booking contract by you, then the relevant cancellation charges will apply in accordance with clause 4 of these conditions. Herts for Learning (HfL) reserves the right to refuse a booking.

Paying for your booking

Our payment terms are 30 days from invoice, we will invoice your school or setting monthly.

Cancellations

All notification of cancellations for course bookings must be communicated to the relevant HfL team in writing. These contact details can be found on your course booking confirmation. Email notification of cancellation is preferable.

Cancellation charges will apply as follows for delegate course bookings:

Number of days prior to event	Proportion of total cost for which you are liable
20 to 11 working days notice	10%
10 to 6 working days notice	30%
5 working days or less notice	100%

If a booking is made within the cancellation period it is subject to the above cancellation charges. Full payment must be made for all courses and events booked and not cancelled, whether or not used (e.g. non-arrivals).

If a booking is made for an event being held at a third party venue (e.g. hotel) it may be subject to additional terms and conditions. Delegates will be notified of any additional terms and conditions at the point of booking.

Termination of the booking

If a booking is cancelled for any reason beyond its control, HfL will accept no liability whatsoever for any loss on your part, and you will not be charged for the course.

Equality and diversity

HfL is committed to providing Equality and Diversity across all its services and among its workforce. Making a booking means that you will agree to these terms and conditions and be responsible for ensuring you are aware of this policy. This includes all the key equality strands of disability, race, religion and belief, sexual orientation and carers.

Terms and conditions for in school training

Cancellation charges will apply as follows for schools wishing to cancel in school training

Cancellation between 3 weeks and 1 week prior to date of delivery	50% charge
Cancellation within 1 week of date of delivery	100% charge

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