



## **Core Briefings and Activities Programme – Spring Term 2020**

Solihull Education Improvement Service is pleased to offer the following core information briefings and activities for schools, academies and colleges in the spring term 2020. There is no charge for these events but please note that lunch is not provided at full day events. The venue is stated under each date.

To book a place, please email delegate name/school and the briefing name/date to: [inset@solihull.gov.uk](mailto:inset@solihull.gov.uk)

**Non-attendance charge:** There will be a charge of **£10** per delegate where 24 hours notice of cancellation is not provided in writing to: [inset@solihull.gov.uk](mailto:inset@solihull.gov.uk)

Date/Time	Core briefing/activity	Lead	Target Audience
<b>13 January</b> 9.30am – 4.00pm  <i>Sans Souci</i>	<b>Trauma, ACES, Resilience and Adoption – Raising Awareness in Education.</b> Training for Designated Teachers for Looked After Children.	Alecia Oliver-Adams Head of Virtual School  Training day led by specialist trainer Lisa Cherry	New and experienced designated teachers and support staff for Looked After Children in schools.  New and experienced LAC co-ordinators in Further Education Providers.
<b>24 January</b> 9.00am – 12noon  <i>Sans Souci</i>	<b>Tricky conversations</b> 1000's of conversations happen in organisations every day but some conversations are more difficult to have than others. This workshop is designed to enable you to have conversations around those tricky issues that can appear challenging to tackle.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services</i></b>	Sarah Treneer (OD Lead Childrens and Skills)	Line managers in schools, Governors.
<b>24 January</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>KS1 writing standardisation training for year 2 teachers</b> STA training focusing on end of key stage standards. This training has a different focus from last year and will continue to improve understanding for those teachers who attended previously and will provide a secure knowledge base for newly attending teachers.	Donna Wright	Year 2 teachers.
<b>27 January</b> 9.30am – 3.30pm  <i>Sans Souci</i>	<b>Designated Teacher for Looked After Children - Foundation training. Core 2 training</b> 'Raising the Attainment of Looked After Children in Education'. <ul style="list-style-type: none"> <li>What constitutes a good quality PEP?</li> <li>Hosting a meeting;</li> <li>Staffing structures to support PEP process;</li> </ul> <i>(continued.....)</i>	Alecia Oliver-Adams Head of Virtual School.  Lisa Cameron Teacher, Virtual School	New and experienced designated teachers and support staff for Looked After Children in schools.  Please note – this is core 2 training – it is recommended that staff attend core 1 prior to this training.

	<ul style="list-style-type: none"> <li>• Voice of child / consultation;</li> <li>• Annual report and LAC policy.</li> </ul>		
<b>28 January</b> 2.00 – 4.00pm  <i>Sans Souci</i>	<b>Deep dives in early reading: briefing for primary headteachers</b> To explore the Ofsted methodology for deep dives in early reading. Leaders of English are also welcome.	Bev Petch	Headteachers & English Leads.
<b>31 January</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>KS2 writing standardisation training for year 6 teachers</b> STA training focusing on end of key stage standards. This training has a different focus from last year and will continue to improve understanding for those teachers who attended previously and will provide a secure knowledge base for newly attending teachers.	Donna Wright	Year 6 teachers.
<b>3 February</b> 1.00 – 3.30pm  <i>Sans Souci</i>	<b>Administering key stage 1 SATs</b> This session will focus on the administration of tests, and teacher assessment, using guidance from the assessment and reporting arrangements publication for 2020. It will also focus on the headteacher's role and responsibilities during the assessment period.	Donna Wright	Year 2 teachers Headteachers/ senior leaders involved in administration.
<b>4 February</b> 9.00am – 3.30pm  <i>Sans Souci</i>	<b>Secondary SENCO network</b> Agenda to follow	Paula Thompson, SISS	Secondary SENCOs.
<b>5 February</b> 9.30am – 12.30pm  <i>Sans Souci</i>	<b>Managing sickness absence</b> HR policies within SMBC relating to health, absence, well-being.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services.</i></b>	Kimberley Wiggins / Suki Samra (HR Advisors)	Line managers in schools, Governors.
<b>6 February</b> 10.00am – 2.30pm  OR  <b>3 March</b> 10.00am – 2.30pm  <i>Both at Sans Souci</i>	<b>Mental Health Awareness</b> Defining mental health and what affects it including stigma; Overview of mental health conditions; Developing confidence in talking about mental health; Self care.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services</i></b>	Hilary Hargrave (HR Advisor)	Line managers in schools.  <i>(maximum of 2 delegates per school)</i>
<b>7 February</b> 1.00 – 3.30pm  <i>Sans Souci</i>	<b>Administering key stage 2 SATs</b> This session will focus on the administration of tests using guidance from the assessment and reporting arrangements publication for 2020. It will also focus on the headteacher's role and responsibilities during the assessment period.	Donna Wright	Year 6 teachers Headteachers/ senior leaders involved in administration.

<b>10 February</b> 9.00 – 11.45am  <i>Sans Souci</i>	<b>Training for new statutory moderators</b> This session will focus on the external moderation process, providing an understanding of the process and structure for visits.	Donna Wright	New statutory moderators selected during recruitment process.
<b>11 February</b> 9.00 – 3.30pm  <i>Sans Souci</i>	<b>Primary SENCO network</b> Agenda to follow.	Paula Thompson, SISS	Primary SENCOs.
<b>24 February</b> 9.00 – 11.30am  <i>Sans Souci</i>	<b>Reading moderation Y1/2</b> In spring we will look at pupils working at the expected standard in reading. Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school. We will validate judgments during the moderation sessions.  Further details and paperwork can be found on Solgrid <a href="#">here</a>	Susan Hickerton	Year 1 and year 2 teachers.
<b>24 February</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>Reading moderation Y3/4</b> In spring we will look at pupils working at the expected standard in reading. Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school . We will validate judgments during the moderation sessions.  Further details and paperwork can be found on Solgrid <a href="#">here</a>	Susan Hickerton	Year 3 and year 4 teachers.
<b>25 February</b> 9.30am – 4.00pm  <i>The Loft, Chelmsley Wood Shopping Centre, B37 5TN</i>	<b>Safer recruitment training</b> The course will ensure school leaders are trained in safe recruitment so that they are able to fully meet requirements of: <ul style="list-style-type: none"> <li>• Keeping Children Safe in Education</li> <li>• School inspection handbook</li> <li>• Relevant employment legislation</li> <li>• Recruitment policy and procedures</li> <li>• Inspecting safeguarding in maintained schools and academies</li> </ul>	Lorraine Lord & Hilary Hargrave	Headteachers, Governors with responsibility for safer recruitment or the Chair, Business manager or administrator with responsibility for administrative and/or record keeping aspects of safer recruitment (e.g. single central record).
<b>26 February</b> 10.00 – 12.30pm  <i>Sans Souci</i>	<b>LAC designated teacher network</b> As requested by designated teachers, regular network meetings will now take place. This is an opportunity for teachers to keep up to date on local and national developments and to share good practice.  The role of designated teacher is a unique role therefore this should offer crucial support to undertake the role.  This does not replace designated teacher core training.	Alecia Oliver-Adams – Head of Virtual School  Lisa Cameron Virtual School Teacher	New and experienced designated teachers and support staff for Looked After Children in schools.

<b>27 February</b> 4.00 – 5.00pm  <i>Sans Souci</i>	<b>Online safety briefing</b> Termly updates.	Natasha Chamberlain & David Butt	Online safety leads.
<b>2 March</b> 9.00am – 12noon  <i>Sans Souci</i>	<b>Managing staff through uncertainty</b> Uncertainty, change and crisis can all have a negative impact on performance and working relationships. This workshop is designed to explore the typical causes and effect of uncertainty and give you strategies to manage the impact.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services</i></b>	Sarah Treneer (OD Lead Childrens and Skills)	Line managers in schools, Governors.
<b>2 March</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>Science moderation Y1/2</b> Please see Solgrid moderation page for details <a href="#">here</a>	Kathryn Grahame	Year 1 and year 2 teachers.
<b>4 March</b> 1.30 – 3.30pm  <i>Sans Souci</i>	<b>EAL network</b> Agenda to be distributed nearer the time.	Helen Rowe	EAL co-ordinators.
<b>5 March</b> 1.15 – 3.45pm  <i>Sans Souci</i>	<b>Y1/2 Maths Moderation for borderline EXS/GDS pupils</b> <ul style="list-style-type: none"> <li>To discuss, and agree on, the appropriate evidence required in order to moderate teacher assessments;</li> <li>To focus discussions on pupils who are borderline EXS/GDS;</li> <li>To have the opportunity to share ideas for activities and assessment opportunities with colleagues in the same year group</li> </ul> <p>Further details and paperwork can be found on Solgrid <a href="#">here</a></p>	Donna Wright	Teachers wishing to moderate standards against the Y1 and 2 programmes of study and teacher assessment framework.
<b>6 March</b> 9.00am – 4.00pm  <i>Sans Souci</i>	<b>English conference</b> Guest speaker sessions: <ul style="list-style-type: none"> <li>Success of reading / English hub journey;</li> <li>Impact of leadership and management / attainment journey.</li> </ul> Workshops will include: <ul style="list-style-type: none"> <li>Reading for pleasure;</li> <li>Reading for progress;</li> <li>Good reading - leading to good writing;</li> <li>Progress in writing;</li> <li>Progress in reading skills – early readers in early years and beyond;</li> <li>Pop-up reading project.</li> </ul>	Susan Hickerton & Jayne Draper	Primary English leads.
<b>9 March</b> 9.00 – 11.30am  <i>Sans Souci</i>	<b>Reading moderation Y5/6</b> In spring we will look at pupils working at the expected standard in reading. <i>(continued.....)</i>	Susan Hickerton	Year 5 and year 6 teachers.

	<p>Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school. We will validate judgments during the moderation sessions.</p> <p>Further details and paperwork can be found on Solgrid <a href="#">here</a></p>		
<b>9 March</b> 3.45 – 5.00pm  <i>Sans Souci</i>	<b>Early Years Headteachers' briefing</b> The EYFS reform consultation closes on 31st January 2020 so we hope to be able: <ul style="list-style-type: none"> <li>• To consider the implications of the revised ELG/ EYFSP on curriculum provision (optional implementation 2020 becoming statutory 2021);</li> <li>• To review the suggested moderation expectations;</li> <li>• To refresh understanding of the process for 2019/ 2020 in relation to ELGs and EYFSP.</li> </ul>	Early Years team	Head teachers in schools with EYFS provision.
<b>13 March</b> 9.15am – 3.30pm  <i>Sans Souci</i>	<b>Statutory moderator training</b> This training will explore further the role of the external statutory moderator.	Donna Wright	This training is for the LA statutory moderation team.
<b>16 March</b> 9.30am – 3.30pm  <i>Sans Souci</i>	<b>Training for Looked After Children Coordinators in Further Education Provisions.</b> 'Raising the Attainment of Looked After Children in Education'. <ul style="list-style-type: none"> <li>• 'Looked After' status and barriers to achievement;</li> <li>• What constitutes a good quality PEP?;</li> <li>• Hosting a meeting;</li> <li>• Young person's voice / consultation.</li> </ul>	Alecia Oliver-Adams – Head of Virtual School	New and experienced LAC co-ordinators in further education providers.
<b>20 March</b> 9.00 – 11.45am  <i>Sans Souci</i>	<b>Lead moderator training</b> This training will explore further the role of the lead statutory moderator.	Donna Wright	This training is for identified lead moderators in the LA statutory moderation team.
<b>20 March</b> 9.30 – 11.30am  <i>Sans Souci</i>	<b>Investigations briefing</b> Types of investigations, carrying out an effective investigation, types of evidence, conducting interviews and taking statements, rights and responsibilities, asking the right questions, presenting at a hearing.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services</i></b>	Kimberley Wiggins (HR Advisor) & Sarah Treneer (OD Lead Childrens and Skills).	Line managers in schools, Governors.
<b>20 March</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>Science moderation Y3/4</b> Please see Solgrid moderation page for details <a href="#">here</a>	Kathryn Grahame	Year 3 and year 4 teachers.

<b>23 March</b> 9.00 – 11.30am  <i>Sans Souci</i>	<b>Writing moderation Y1/2</b> In spring we will look at pupils working at the expected standard in writing. Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school . We will validate judgments during the moderation sessions.  Further details and paperwork can be found on Solgrid <a href="#">here</a>	Susan Hickerton	Year 1 and year 2 teachers.
<b>23 March</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>Writing moderation Y3/4</b> In spring we will look at pupils working at the expected standard in writing. Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school . We will validate judgments during the moderation sessions.  Further details and paperwork can be found on Solgrid <a href="#">here</a>	Susan Hickerton	Year 3 and year 4 teachers.
<b>24 March</b> 9.30am – 4.00pm  <i>Sans Souci</i>	<b>LAC: mental health – raising awareness in education.</b> Training for designated teachers for Looked After Children.	Alecia Oliver-Adams  Training day led by specialist trainer from ACE education training provider.	New and experienced designated teachers and support staff for Looked After Children in schools.  New and experienced LAC co-ordinators in further education providers.
<b>27 March</b> 9.15 – 11.45am  <i>Sans Souci</i>	<b>Y3/4 Maths Moderation for borderline EXS/GDS pupils</b> <ul style="list-style-type: none"> <li>To discuss, and agree on, the appropriate evidence required in order to moderate teacher assessments;</li> <li>To focus discussions on pupils who are borderline EXS/GDS;</li> <li>To have the opportunity to share ideas for activities and assessment opportunities with colleagues in the same year group</li> </ul> Further details and paperwork can be found on Solgrid <a href="#">here</a>	Donna Wright	Teachers wishing to moderate standards against the Y3 and 4 programmes of study.
<b>27 March</b> 1.15 – 3.45pm  <i>Sans Souci</i>	<b>Y5/6 Maths Moderation for borderline EXS/GDS pupils</b> <ul style="list-style-type: none"> <li>To discuss, and agree on, the appropriate evidence required in order to moderate teacher assessments;</li> <li>To focus discussions on pupils who are borderline EXS/GDS;</li> <li>To have the opportunity to share ideas for activities and assessment opportunities with colleagues in the same year group</li> </ul> Further details and paperwork can be found on Solgrid <a href="#">here</a>	Donna Wright	Teachers wishing to moderate standards against the Y5 and 6 programmes of study.

<b>31 March</b> 9.00 – 11.30am  <i>The Loft, Chelmsley Wood Shopping Centre, B37 5TN</i>	<b>Writing moderation Y5/6</b> In spring we will look at pupils working at the expected standard in writing. Please bring with you 2-3 examples / collections of pupils work that are already assessed by your school. We will validate judgments during the moderation sessions.  Further details and paperwork can be found on Solgrid <a href="#">here</a>	Susan Hickerton	Year 5 and year 6 teachers.
<b>31 March</b> 9.00am – 12noon  <i>Sans Souci</i>	<b>PDRF and appraisal skills - enabling people to perform</b> Managing performance is an important part of any leader's role. This workshop explores the performance management cycle and the skills needed throughout the cycle to help staff achieve their potential including giving constructive feedback. The session will touch on the PDRF framework and setting objectives.  <b><i>This course is only available free of charge to those schools buying HR Advisory Services</i></b>	Sarah Treneer (OD Lead Childrens and Skills)	Line managers in schools.
<b>31 March</b> 1.30 – 4.00pm  <i>Sans Souci</i>	<b>Science moderation Y5/6</b> Please see Solgrid moderation page for details <a href="#">here</a>	Kathryn Grahame	Year 5 and year 6 teachers.

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