



## **SEMINAR and REGIONAL EVENT PROGRAMME**

### **AUTUMN TERM 2018**

#### **SETTING EDUCATIONAL STRATEGY**

**Wednesday 19<sup>th</sup> September  
(10.00-16.00)**

This one-day conference, run jointly with GSA, will focus on how Governors, Heads and senior leaders can best work together to set clear educational strategy to support great pupil outcomes. **All AGBIS member schools will be welcome to attend.**

The Godolphin and Latymer School, Iffley Rd, Hammersmith, London W6 0PG

- ***Future Proofing – context and options to be considered when setting strategy***  
David Woodgate, Chief Executive, Independent Schools' Bursars Association
- ***How good is the educational offering at your school – how do you know?***  
Richard Harman, CEO AGBIS and Vivienne Durham, CEO Girls' Schools Association
- ***Who sets the educational strategy of an independent school?***  
Sue Hincks, Headmistress, Bolton School Girls' Division
- ***Open Discussion Period - on topics discussed in the morning presentations***
- ***How to lead an effective education committee and avoid the common pitfalls***  
Joanna Grant Peterkin, Chair of Education Downe House and Emma McKendrick, Headmistress Downe House
- ***What educational metrics should we be using and why?***  
Ian Knowles, Deputy Head (Academic) and Chris Jones, Deputy Head (Pastoral), Churcher's College

**Members' rate - £185 (first delegate); £165 (additional delegates)**

Booking must be made online on GSA website at <https://gsa.uk.com/event/setting-educational-strategy/>

#### **GOVERNORS' OVERSIGHT OF IT TECHNOLOGY AND STRATEGY**

**Wednesday 26<sup>th</sup> September  
(09.45-16.30)**

In conjunction with RM Education, this seminar will explore the role of governors in the oversight of IT strategy and implementation

Offices of RM Education, 140 Eastern Avenue, Abingdon, Oxfordshire, OX14 4SB (easily accessible from Didcot Parkway station and the A34)

- ***Session 1 – Technology's Role in Safeguarding***
  - *Why we need to keep children safe – including governors' specific safeguarding responsibilities*
  - *Online safety's role in effective safeguarding provision*
  - *State-of-the-art filtering and proactive monitoring/alerting technology for schools*
  - *Open Forum Discussion with all Session 1 Speakers (Theme – What Questions Should Governors be Asking Senior Staff to Ensure that Children are Safe Online?)*

- **Session 2 – Strategic Planning of the Technological Resource**
  - How to formulate a clear school's vision for technology and a coherent ICT strategy
  - In-sourcing vs Co-sourcing vs Outsourcing Your School's ICT service: pros and cons.
  - Applying technology to reduce whole school operating costs: technology's role in business process re-engineering / saving 10%
  - Open Forum Discussion with all Session 2 Speakers (Theme – How Can Governors be Confident That Their School's IT Strategy is Sound?)
- **Session 3 – Working With Stakeholders**
  - Are your staff coping with modern technology - where are you now? (Staff Impact Survey & ICT Audit)
  - Involving Parents - what is possible? - state-of-the-art classroom collaboration and parent communication
  - Open Forum Discussion with all Session 3 Speakers (Theme – How to be Sure That Your School's IT Provision is Inclusive)

**AGBIS Members and RM clients - £160**

### THE ART OF CHAIRMANSHIP

**Wednesday 10 October  
(10.00-16.15)**

This seminar is the essential guide for new and prospective chairs of governors, vice chairs and committee chairs as well as those already holding these responsibilities who may wish to brush up their knowledge and reflect on their own practice

Offices of Bircham Dyson Bell, 50 Broadway, London, SW1H 0BL

- **Chairman's Duties and Key Relationships**  
Stuart Westley, Former AGBIS General Secretary
- **Governance Structures and Recruiting New Governors – the importance of key skills, diversity and governance performance reviews**  
Richard Harman, CEO, AGBIS and
- **Clear Strategy and Effective Meetings**  
Andy Robinson, Training Secretary, AGBIS
- **Legal Structures and Governing Instruments – how to futureproof your School**  
Penny Chapman and Alice Malvezzi Campeggi, Bircham Dyson Bell
- **Being a Modern Employer – listening, learning, performance, grievances, discipline, retirement and settlements**  
Jesper Christensen and Ian Wasserman, Bircham Dyson Bell
- **Keynote Presentation - The Political Landscape, Public Benefit and the Importance of Working with the Maintained Sector**  
Barnaby Lenon, Chairman Independent Schools Council
- **The Importance of Effective Marketing and Development**  
Kirsty Hassan, AMCIS Vice Chair and Director of External Communications, Colston's School
- **Reputation Management – how to ensure that your School can weather a crisis**  
Stuart Thomson, Bircham Dyson Bell
- **Inspiring Great Leadership - Open/Panel Discussion**, led by Richard Harman

**Members' and Bircham Dyson Bell Clients - £160**

## FINANCE FOR THE NON-FINANCIAL GOVERNOR

Monday 15 October  
(10.00-16.00)

In association with haysmacintyre - this seminar sets out to demystify schools' finances for those governors from a non-financial background so that can have greater confidence and contribute fully to the governing body's collective responsibility

Offices of haysmacintyre, 10 Queen Street Place, London EC4R 1AG

- **Financial Responsibilities of a Governor**
- **Introduction to Statutory Account (the key numbers)**
- **Management Accounts**
- **Breakout Session – practical interpretation of management accounts**
- **Group feedback – questions for the Bursar and Accountant?**
- **Financial Risk & Fraud and How to Mitigate**
- **What Now? – delegate discussions and reflections on how they will apply the knowledge gained during the day**

**Members' rate - £160**

## SEMINAR FOR NEWLY APPOINTED GOVERNORS

Wednesday 7 November  
(10.00-16.00)

This seminar is the essential introduction to governance for new governors

Victory Services Club, Seymour Street, London

- **Governance from the Head's Perspective**  
Emma Taylor, Warden and CEO, The Dean Close Foundation
- **Discussion Groups – a chance to discuss some typical issues facing school governors**
- **Governors' Roles and Responsibilities**  
Richard Harman, CEO, AGBIS
- **The School as a Business**  
David Woodgate, Chief Executive, Independent Schools' Bursars Association (ISBA)
- **The Joys of Governorship**  
Andy Robinson, Director of Training, AGBIS

**Members' rate - £160**

## SEMINAR FOR CLERKS TO GOVERNORS

Wednesday 14 November  
(10.00-16.30)

In association with ISBA - this seminar provides a comprehensive guide to the obligations of the Clerk to the Governors, not only the statutory duties, but also the wider responsibilities of the post. The event is designed to provide essential refresher training and updates for experienced clerks as well as being an ideal introduction to clerking for those newly appointed.

Rathbone Brothers Plc, 8 Finsbury Circus, London, EC2M 7AZ

- **Good Governance and the Clerk's Role**  
Richard Harman, CEO, AGBIS
- **Group Discussion Topics**
- **Roles and Responsibilities of the Clerk - and some practical tips**  
Andy Robinson, Director of Training, AGBIS
- **Key Legal and Regulatory Issues for Governors and Clerks**  
Stephen Ravenscroft, Stone King
- **Governors' Oversight of Regulatory Compliance and Preparing for Inspections – an open discussion period after a short introduction**  
Danny Boswell, Bursar, Clerk and Compliance Team Inspector and  
Andy Robinson, Director of Training, AGBIS

**Members' rate - £160**

## **AGBIS / HMC / ISBA CONFERENCE - BEST PRACTICE IN THE GOVERNANCE AND LEADERSHIP OF INDEPENDENT SCHOOLS**

**Tuesday 27 November  
(1000-1630)**

This biennial conference seeks to inspire and challenge governors and senior leaders to consider jointly the opportunities and challenges facing schools in the independent sector and how their own school can best navigate these.

BMA House, London

### **Plenary Sessions**

- ***Why Education Policy and Practice Should be Evidence Based - and what school leaders can learn from this'***  
Rt Hon. David Laws, Executive Chairman, Education Policy Institute
- ***Achieving Inspirational Leadership in Education Now and in the Future – a panel discussion led by:***  
Ann Mroz, Editor, Times Educational Supplement  
**Panel**  
Fiona Boulton, Headmistress, Guildford High School and Chair Elect, HMC  
Richard Harman, General Secretary, AGBIS  
Mark Taylor, Bursar, King's School, Canterbury and former Chair of ISBA
- ***The Strategic View - Is Your Business Model Right?***  
David Woodgate, Chief Executive, Independent Schools' Bursars Association and  
Rhiannon Cutler, Director, Baines Cutler Solutions Ltd
- ***The Future of Education - and the Role of Independent Schools***  
Geoff Barton, General Secretary, Association of School and College Leaders and  
Barnaby Lenon, Chairman, Independent Schools Council

### **Breakout Presentations**

- ***Meeting Modern Parental Expectations***
- ***Succession Planning – the importance of timely changes to key governance and leadership positions***
- ***The International Angle – establishing overseas franchises – what might schools consider?***
- ***Keeping Safe – an update on recent legal changes that could catch schools out***
- ***The Importance of Diversity in the Governance and Management of Independent Schools***
- ***Political and Public Influencing - how to work together to build a more positive reputation for our schools and avoid financial penalties***
- ***The Ever Changing Face of Technology – the importance of keeping pace with the latest technologies, or not***
- ***Mergers, Acquisitions and Change of Organisational Status – the potential benefits and pitfalls***
- ***Facing Future Financial Challenges Post Brexit***
- ***The Chief Inspector's View of the Sector – eighteen months in!***

Fist Delegate - £285, Second and subsequent delegates - £250

**Bookings can be made via the HMC website at <http://hmcpd.arlo.co/>**

## **'SHORT AND SHARP' - A SERIES OF ESSENTIAL UPDATES FOR GOVERNORS OF INDEPENDENT SCHOOLS IN SCOTLAND**

**Tuesday 4 December  
(10.00-16.30)**

In association with Morton Fraser LLP, this seminar will provide governors with a reminder of their core responsibilities as well as providing updates on a number of issues currently affecting independent schools north of the border.

Offices of Morton Fraser, Quatermile Two, 2 Lister Square, Edinburgh, EH3 9 GL

### ***Registration and morning coffee***

- ***Welcome and Opening Remarks***  
Andy Robinson, Director of Training, AGBIS and David Hossack, Partner, Morton Fraser
- ***Good Governance – a reminder of governors' core responsibilities and how to discharge them effectively***  
Richard Harman, AGBIS General Secretary
- ***The Current Political Climate – an analysis of current pressures facing Scottish independent schools (including the 'charity test' and mergers / acquisitions)***  
Adrian Bell, Morton Fraser and Jonathan Edwards, CE, SCIS
- ***Managing complaints effectively and successfully – how to deal with challenging complaints and manage the consequences***  
Carolyn Hirst, Morton Fraser
- ***Discussion Groups***  
(Theme: facing up to challenging situations – what would you do?)
- ***Risks, Crises and Reputation management – managing crises and the fallout from serious incidents***  
Billy Partidge, Director & Head of Northern Region, Grayling Crisis
- ***'Question Time' – a panel discussion with delegate questions on current hot topics including: the Historic Child Abuse Inquiry, Civil Claims, Immigration Issues, Reasonable Adjustments & Admissions Issues and Government Imposed Financial Sanctions***  
The Morton Fraser legal team

**Members' and Morton Fraser clients - £160**

### **Cancellations and Refunds**

Our full terms and conditions can be viewed on the AGBIS Website at: <http://www.agbis.org.uk/payment-terms-and-conditions/>. Our policy on refunds is shown in the table below. 'Days' refers to the number of days before the date of event that notice of cancellation is received.

<b>Days</b>	<b>Remedy</b>
30 or more	100% refund
15 – 29	You will be allowed to transfer your seminar booking to another AGBIS organised seminar in the same Academic Year. You will be required to pay the difference if the rearranged seminar costs more than the cancelled seminar.
Less than 15	We regret that no refund or transfer of booking can be made.