



SEMINAR and REGIONAL EVENT PROGRAMME

AUTUMN TERM 2019

HOW WELL IS YOUR SCHOOL?

**Thursday 26th September
(10.00-16.00)**

Run jointly with GSA this seminar for Governors, Heads and School Leaders will explore all aspects of the importance of maintaining pupil and staff wellbeing by establishing an appropriate school ethos and character.

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

Members' rate – first delegate £195, subsequent delegates - £175

GOVERNORS' WORKSHOP – 'PRACTICE MAKES PERFECT'

**Thursday 3rd October
(10.00-16.00)**

In a new format for AGBIS events this workshop, run in conjunction with Stone King, will aim to help governors become better equipped to deal with challenging situations by undertaking a range of practical exercises based on actual scenarios previously faced by governing bodies.

Boundary House, 91 Charterhouse St, Clerkenwell, London EC1M 6HR

- ***Dealing with a Safeguarding Allegation Against a Senior Member of Staff***
- ***Governors' Oversight of Compliance (including Safeguarding)***
- ***A Breakdown of Governance and Management: How to get Back on Track***
- ***A Tricky Parental Complaint***
- ***Member of Staff Must do Better (or move on!)***

Please note that because of the nature of this event spaces will be limited

AGBIS Members' and Stone King client rate - £175

IS YOUR SCHOOL MARKETING ITSELF EFFECTIVELY?

**Wednesday 9th October
(10.00-16.00)**

This AGBIS-AMCIS seminar for governors, senior leaders and marketing professional is designed to help delegates to evaluate the effectiveness of their school's marketing effort.

Army and Navy (RAG) Club, 36-39 Pall Mall, St. James's, London SW1Y 5JN

- ***The Importance of Effective Marketing / First Impressions (i.e. the marketing department)***
- ***How to Conduct Effective and Meaningful Market Research***
- ***Effective Utilisation of Market Research***
- ***The Importance of Brand Management (to include clarity in school ethos / vision and how that is portrayed)***
- ***Digital Marketing – how to establish an appropriate digital strategy and how to check that it is working effectively***
- ***Understanding the Millennial Parent***

AGBIS and AMCIS Members' rate – first delegate - £175, subsequent delegates - £150

FINANCE FOR THE NON-FINANCIAL GOVERNOR

**Monday 14th 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?*
- *'Going Concern' and Trading Issues*
- *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 - £175

SEMINAR FOR NEWLY APPOINTED GOVERNORS

**Wednesday 6 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*
- *Discussion Groups – a chance to discuss some typical issues facing school governors*
- *Governors' Roles and Responsibilities*
- *The School as a Business*
- *The Joys of Governorship*

Members' rate - £175

SEMINAR FOR CLERKS TO GOVERNORS

**Monday 11th 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*
- *Group Discussion Topics*
- *Roles and Responsibilities of the Clerk - and some practical tips*
- *Key Legal and Regulatory Issues for Governors and Clerks*
- *Governors' Oversight of Regulatory Compliance and Preparing for Inspections – an open discussion period after a short introduction*

Members' rate - £175

AUTUMN AGBIS – IAPS CONFERENCE

Wednesday 20th November

GOOD GOVERNANCE AND LEADERSHIP OF PREPARATORY AND SMALLER INDEPENDENT SCHOOLS

This one-day conference will address topics of particular interest to preparatory and smaller independent schools and will include a number of breakout sessions that will be of specific interest to Chairs, Governors and those senior leaders (Heads, Bursars and Clerks) who support good governance. This seminar is specifically designed to provide an opportunity for governors to attend with their senior staff to learn more about matters of mutual interest and to 'compare notes'.

Holiday Inn Regents Park, London

Booking via the IAPS website at: <https://iaps.uk/>

EVENING SEMINAR - EFFECTIVE PERFORMANCE MANAGEMENT **Mon 25th November (18.00 – 21.00)**

In association with HMC this seminar is designed to support Governors and Heads in their shared objective of working together effectively for the benefit of the school by developing senior leaders in order to deliver the agreed strategic objectives.

Army and Navy Club (RAG Club), 36 Pall Mall, St. James's, London SW1Y

AGBIS and HMC Members' Rate - £125

SEMINAR FOR GOVERNORS OF INDEPENDENT SCHOOLS IN SCOTLAND **Wed 4th December (10.00-16.00)**

In association with Morton Fraser LLP, this seminar will be focused on supporting governors of our member schools in Scotland.

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

Members' rate - £175

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.

Days	Remedy
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.