

Thank you for your enquiry about the AGBIS on-site training service.

The programme, which fits into a morning or afternoon session of @ 2 – 2¾ hours is:

Core Programme (Time: @75 minutes)

- Governance & Management
- Role & Duties of School Governors
- The Inspection Process
- Appraisal of Heads and Bursars
- Self-Assessment of the Governing Body.
- Current sector issues.

There will normally be a short break at this point

Additional Subjects (selected by the school)

Subject	@ Delivery Time
Effective Meetings	25 mins
Recruiting & Retaining Governors	15 mins
The Inspection of Governance	15 mins
The Inspection of Regulatory Compliance	20 mins
Models of Governance	15 mins
Public Benefit – Post Judicial Review	15 mins
Strategic Planning	15 mins
The Role of Clerk and Bursar	10 mins
The Role of Governors in Child Protection	10 mins
The Role of Governors in Health & Safety	10 mins
Relationships, Confidentiality and Transparency	15 mins
Governors' Appeal Panels	15 mins
Governance of Risk & Crisis	15 mins

The core programme will be delivered at all training sessions. Schools are then at liberty to choose additional subjects to fit their needs and the available time. The additional subjects have been chosen on the basis of feedback from various AGBIS training events, however, if you would like us to talk about a subject not on this list, do please ask and we will do our best to oblige.

The training session is designed to be interactive and questions are taken as they arise. I find this provokes good debate and personalises the whole event to the needs of the school.



Training sessions are done by me or the General Secretary, Stuart Westley. While we sing the same song, our backgrounds are different. Stuart's academic career spanned forty years and half of that time was spent in headship, first as Principal of King William College and then on to be Master of Haileybury. After a first career in the Army I became a bursar, initially in a further education college before spending ten years at The Lady Eleanor Holles School. In the latter post I was Clerk to the Governors of the Cripplegate Schools Foundation. Often we divide the training on a regional basis. I work from my home in Somerset; Stuart operates from the AGBIS Office in Welwyn, Herts.

The minimum charge is £400 for a half day plus all travel and subsistence costs. A full day costs £500. Where possible, we advise booking at least a term in advance. This service to member schools is in gaining popularity and it is important not to leave the booking process too late.

I hope this provides sufficient information for you to consider the benefits of an on-site training session for your governing body. If you would like to know more about the subjects or have other questions do please call me on the number below.