



ON-SITE TRAINING SERVICE

Thank you for your enquiry about the AGBIS on-site training service.
The programme, which fits into a morning or afternoon session of up to 2 – 3 hours is:

Core Programme (Time: 2 hours approx.)

The core programme usually includes the following topics:

- Governance & Management;
- Role & Duties of School Governors;
- Self-Assessment of the Governing Body;
- Strategic Planning;
- The Current Inspection Framework;
- The Role of Governors in Safeguarding;
- Current Sector Issues.

Additional Subjects (selected by the school)

The core programme will normally be delivered at all training sessions, but this can be tailored if required. Schools are then at liberty to choose additional subjects to fit their needs and the available time.

- EDI – a practical overview for the Board (30 mins)
- What Governors do and what the senior team should expect from the Board (30 mins)
- Effective reports from the senior team to the Board – what to expect (20 minutes)
- What a GOOD Education Committee looks like (30 mins)
- What a GOOD Finance & General Purposes (or Finance and Estates) Committee looks like (30 mins)
- What a GOOD Governance & Nominations Committee looks like (30 mins)
- Governance of Risk (20 mins)
- Safer recruitment and the SCR (30 mins)
- Stage 3 Complaints (30 mins)
- Performance Reviews (20 mins)
- Public Benefit (15 mins)
- Effective Meetings (15 mins)
- The Role of Clerk (30 mins)
- Relationships, Confidentiality and Transparency (10 mins)
- Scholarships, Bursaries & discounts (15 mins)
- Effective minute taking (30 mins)
- Teachers' Pensions – Changes and Consideration (15 minutes)
- Governor visits to the school (15 mins)
- Recruiting & Retaining Governors (10 mins)

Association of Governing Bodies of Independent Schools
The Grange, 3 Codicote Road, Welwyn, Herts AL6 9LY
Tel: 01438 840730 website: www.agbis.org.uk



ON-SITE TRAINING SERVICE

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. We find this provokes good debate and personalises the whole event to the needs of the school – it is therefore inappropriate to invite governors from other schools unless the school is part of the same group.

Training sessions are taken by either:

- Richard Harman (AGBIS Chief Executive – former Head)
- Cheryl Connelly (AGBIS Director of Training – former Bursar & Clerk)
- Plus other consultants if Richard and Cheryl are otherwise occupied

All have considerable experience in the governance of independent schools and whilst they sing from the same hymn sheet, their backgrounds are different. Richard is from a professional teaching background and his career included the headships of Aldenham School and Uppingham. Cheryl has been a Bursar and Clerk in various schools in the independent and maintained sector following a successful career as an inspector in the Audit Commission.

The charges for 2023 are £625 for a half day delivered virtually or £865 in person; and £825 for a full day delivered virtually or £1,065 in person, plus all travel and subsistence costs for in person training. Non-member schools are charged at a higher rate. For training sessions outside the UK, a bespoke rate will be provided based on the appropriate daily rate, including travel time, plus all travel and subsistence costs.

Where possible, we advise booking at least a term in advance. This service to member schools continues to gain in popularity and it is important not to leave the booking too late.

We 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, please email Cheryl Connelly the AGBIS Director of Training & Membership (Deputy CEO) at training@agbis.org.uk.

AGBIS
September 2023

Association of Governing Bodies of Independent Schools
The Grange, 3 Codicote Road, Welwyn, Herts AL6 9LY
Tel: 01438 840730 website: www.agbis.org.uk

A company limited by guarantee, registered in England and Wales, No. 05217162. Registered Charity No. 1108756