

**Governance Support, Training
and Development Offer
2024-2025**

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INTRODUCTION AND WELCOME

The Governance Support, Training and Development Offer 2024-2025 has been further updated and includes a new training session on Early Years Foundation Stage (EYFS) as well as previously offered sessions encompassing the core functions which promote effective governance. The Local Authority is committed to giving governors and trustees the opportunity to access quality training opportunities via virtual online training sessions which are free, unless otherwise stated. The Local Authority continues to purchase the NGA Learning Link platform for school settings in Lincolnshire, to give governors/trustees the opportunity to access training materials online.

We look forward to welcoming you to the sessions and hope that you find them useful on your governance journey.

LINCOLNSHIRE COUNTY COUNCIL GOVERNANCE SUPPORT



GOVERNANCE SUPPORT

The Lincolnshire County Council Governor Services Team provides advice, guidance, and a wide range of governance resources via email: Governorsupport@lincolnshire.gov.uk

The team provide telephone advice via the support line on a priority call back basis. Request telephone advice by emailing Governorsupport@lincolnshire.gov.uk

We are also responsible for maintaining records of Maintained Schools' Governing Bodies, as well as providing direct communications that are pertinent to supporting the continued development of governance in Lincolnshire Schools.

If you require a specific type of support that is not listed in this offer, please contact us.

Governorsupport@lincolnshire.gov.uk

LINCOLNSHIRE COUNTY COUNCIL GOVERNANCE SUPPORT

GOVERNANCE TRAINING PATHWAY

To better understand your role as a maintained school governor, you can access both the LCC virtual training sessions and the NGA Learning Links online training.

We recommend the following virtual training sessions for new governors:

- **NGA Safeguarding Training** (via NGA Learning Links) – *to understand safeguarding from a governance perspective (Registration details on page 22)*
- **Governor Induction (Maintained Schools)** – *to understand your role as a governor (Page 13)*
- **Strategy: Living your values, reaching your vision, managing the risk** (via NGA Learning Links) – *linking to the first core governance function (Registration details on page 22)*
- **Budget Management and Monitoring** – *to understand school finance basic concepts, budget monitoring and roles and responsibilities (Page 16)*
- **Financial Planning/MTFP** – *to understand financial planning and budget preparation with a demonstration of the medium-term finance plan (Page 16)*
- **Effective Governor Monitoring** – *to understand the monitoring role across governance (Page 9)*

As you become more confident in your governance journey, there are other specific governance sessions which you may consider undertaking.

It is also expected that your governing body will have a training schedule and you may find that other training is signposted to help you to undertake this busy and valuable role.

If you are time limited and prefer an online learning approach, the NGA team have provided a Learning Links pathway for all types of governors and trustees from pages 23 to 25.



Governorsupport@lincolnshire.gov.uk

GOVERNOR PARTNERSHIP BRIEFINGS

To support all Governing Boards, Lincolnshire County Council delivers Governor Partnership meetings in the autumn, spring and summer terms. These provide key strategic summaries, so Governors and Trustees are kept up-to-date. Governance Professionals and Clerks are welcome to attend these sessions.

Topics often include standards, updates on national and regional agenda, Lincolnshire Education Group updates, OFSTED inspection information, accessing support and provision within the county and much more.

All briefings are virtual - held in the afternoon at 2:00pm and repeated again in the evening at 7:00pm. There is no need to attend both sessions.

Session Dates and Booking Details:

Autumn Term

16/10/2024

2:00pm – 3:00pm

OR

7:00pm – 8:00pm

Spring Term

19/03/2025

2:00pm – 3:00pm

OR

7:00pm – 8:00pm

Summer Term

18/06/2025

2:00pm – 3:00pm

OR

7:00pm – 8:00pm

All sessions can be booked via this Microsoft form: [Click Here to Book](#)

COMPLAINTS TRAINING FOR GOVERNORS - Maintained School



The Governor Services Team will be delivering a FREE virtual complaints session for maintained school governors which will provide an overview of the complaints process according to the current DfE complaints procedure and is designed to give an overview of governor responsibilities and signpost to support for governors when dealing with complaints.

Session Date and Booking Details:

Autumn Term
06/11/2024

6:00pm – 8:00pm
[Click Here to Book](#)

Developments and updates on the LA's strategy to support families and schools in addressing the growing issue of emotionally-based school avoidance (EBSA)

Following on from the introduction of the LA's emotionally based school avoidance (EBSA) strategy, the Pupil Re-integration Team are delivering virtual training sessions for Governors and Trustees designed to give an overview of what schools can do to support children and young people experiencing EBSA, as well as some of the strategies and support available for schools. This 2-hour session will give a comprehensive overview of the developments of the EBSA strategy.

We recommend that all governors/trustees attend these FREE sessions, but we particularly advise that those Governors with responsibility for SEND, safeguarding and wellbeing attend to get an overview of this strategy.

Session Dates and Booking Details:

Autumn Term
09/10/2024

2:00pm - 4:00pm

Spring Term
05/02/2025

2:00pm - 4:00pm

Either session can be booked via this Microsoft form: [Click Here to Book](#)



L.E.A.D. Teaching School Hub

Following the implementation of this session last year, the Teaching School Hub have agreed to release the session as a recording at a cost of £25 per Governing Board.

This session can then be used by Governing Boards as a training resource and promote governance discussion and review of governance policies/templates within individual Sessions.



**L.E.A.D.
Teaching School Hub
Lincolnshire**

Governor Monitoring of Educational Performance and Compliance

The input is via recordings and a padlet of resources and powerpoint materials. These can be shared with your governing body to use as required.

The following aspects are covered within the input:

- Responsibilities and examples of best practice
- SDP/Reporting mechanisms and holding leaders to account
- Models for monitoring and evaluation- handbook/policy
- Subject leadership monitoring and evaluation tools
- SEND/PP/Safeguarding/Attendance monitoring and evaluation

Cost: £25 to access the recordings and resources

Email admin@leadtshub.co.uk to access this.

www.leadtshublincs.co.uk  

Exclusion Training for Governors/Trustees

The Pupil Re-integration Team deliver training sessions either virtually or face to face for Governing Boards designed to give Governors an overview of their responsibilities in relation to Suspensions and Permanent Exclusions. They also provide Governors with advice and guidance around the Pupil Discipline Committee meeting ensuring that the board is meeting its statutory duties when considering reinstatement of a suspended or Permanently excluded pupil by reviewing the Headteacher's exclusion decision.

Session Booking Details:

These FREE sessions are booked directly with the Pupil Re-integration Team. Please email PRT@Lincolnshire.gov.uk to book training.

It is recommended that the whole board attend to ensure that sufficient board members have received appropriate training to deliver a robust and legal review of any suspensions or permanent exclusions from school. This training should be refreshed regularly (every 2 years).

NEW - An Introduction to the Early Years Foundation Stage

This course will support governors to gain a greater awareness of the statutory requirements within the NEW EYFS statutory framework for 2024 with emphasis on the learning and development requirements including:-

- The areas of learning and development and the Educational Programmes
- The Characteristics of Effective Learning
- Assessment requirements including the Two-Year Progress Check and the Early Years Foundation Stage Profile
- Non-statutory curriculum guidance, such as Development Matters, and how this supports curriculum development

Session Booking Details:

Autumn Term
25/09/2024

1:00pm – 2:30pm

Spring Term
15/01/2025

6:00pm – 7:30pm

Either session can be booked via this Microsoft form: [Click Here to Book](#)



GOVERNOR HEALTH AND SAFETY AWARENESS



The Health & Safety team are delivering a 2-hour virtual session designed to give Governors and Trustees an overview of their responsibilities for Health & Safety in the school setting.

This session will give you an overview of the legal responsibilities for Governors/Trustees and give guidance to ensure your Board is meeting its statutory duties.

It is aimed at both new Governors and those who wish to update their knowledge on Health & Safety.

Session Dates and Times:

Autumn Term

11/09/2024

12:00pm – 2:00pm

17/10/2024

6:00pm – 8:00pm

12/11/2024

10:00am – 12:00pm

Spring Term

27/02/2025

10:00am – 12:00pm

Summer Term

24/04/2025

12:00pm – 2:00pm

20/05/2025

6:00pm- 8:00pm

BOOKING INSTRUCTIONS:

Please book via Edulincs: [Edulincs: Health and safety services – Lincolnshire County Council](#) (passphrase is 'Educational Settings').

Please ensure the school office makes the booking, as information will be requested that only the school will know (re PO procedure, DFE number, pupils on roll, etc.) **Cost is £25 per attendee.**

INDUCTION TRAINING FOR GOVERNORS – Maintained Schools

The Governor Services team deliver a FREE virtual induction course designed to give new or recently appointed maintained school governors a good understanding of what is expected of them as a governor in a maintained school.

During the session, governors will gain an understanding of the legal framework for governance, how a governing body works and the three core functions of governance.

Session Dates and Booking Details:

Autumn Term:	Spring Term:	Spring Term:
30/10/2024	12/02/2025	04/03/2025
6:00pm-8:00pm	10:00am-12:00pm	10:00am-12:00pm

Any session can be booked via this Microsoft form: [Click Here to Book](#)



Governor/Trustee Prevent Awareness

A FREE session specifically for Chairs and/or Safeguarding Leads. The aims of the presentation are to provide Governors with:

- An overview of what Prevent is
 - What it means to those working in educational settings
 - How to identify people who are vulnerable / susceptible to radicalisation
 - How to refer concerns about individuals to Prevent and get further support.
-

Session Dates and Booking Details:

Autumn Term

25/09/2024 – 10:00am – 11:30am

07/10/2024 – 6:00pm – 7:30pm

To book any of these sessions, please contact the team on Prevent@lincolnshire.gov.uk

SAFEGUARDING ESSENTIALS FOR GOVERNORS AND TRUSTEES

The Safeguarding team are delivering a virtual session for Governors/Trustees:

- To ensure that Governors/Trustees are aware of their accountability for the strategic overview of safeguarding in a school in regard to the latest statutory requirements.
 - The opportunity to consider any safeguarding actions for your setting
 - The opportunity to ask any questions about the role of the DSL/DDSL that you may have.
-

Session Dates and Booking Details:

Autumn Term

05/11/2024 09:30am - 11:00am

Spring Term

31/03/2025 6:30pm - 8:00pm

This session is included as part of the Safeguarding training offer for all settings who have purchased the 2024-25 LCC Safeguarding Training Offer. (bought separately by education settings via Edulincs annually)

Booking Instructions:

- 1) Click this link; [How to use Enable](#)
- 2) Follow the instructions to log in to your enable learner account.
- 3) Navigate to 'Events', click 'Available Learning' and search for 'LCC Safeguarding in Schools; Safeguarding Essentials for Governors/Trustees'
- 4) Book yourself on.

Please note, training links and further information will be sent to all delegates ahead of the event.

Schools Finance Training – Maintained Schools

The Schools Finance Team are providing a number of bitesize virtual finance training sessions relevant for Governors over the autumn term. Sessions are aimed at both new Governors and those who wish to update their knowledge on Finance.

Budget Management and Monitoring

Course Content:

- Finance Handbook
- Basic concepts, Understanding Budget Monitoring
- Roles & Responsibilities
- Overspends, Debtors, Forecasting, Covid 19
- Early Years Funding and High Needs Reconciliation
- Lack of budget monitoring
- Business World reports and Coding Structure

Session Details:

Autumn Term:

05/11/2024

10:00am – 12:00pm

Budget Share Funding

Course Content:

- National Funding Formula
- Schools Block
- High Needs Block
- Special Schools
- Early Years Block
- In Year Adjustments

Session Details:

Autumn Term:

11/10/2024

2:00pm – 3:00pm

Financial Planning / MTFP

Course Content:

- Financial Planning
- Budget preparation
- Financial timetable
- Medium Term Finance Plan demonstration

Session Details:

Autumn Term:

31/10/2024

10:00am – 12:00pm

Booking Details:

If you wish to book onto any of the courses, please email Schools_Fin_Training@lincolnshire.gov.uk.

Please provide your school cost centre, the course title and date in the subject title of your email.

In the body of the email please state the name and position of the attendee you wish to book onto the course (e.g., John Smith, Business Manager).

Please send a separate email for each course you wish to book onto.

Cost: These courses are provided as part of the Bronze, Silver or Gold Level of Service. which Business World Schools sign up for.

Schools Finance Training – Maintained Schools

The Schools Finance Team are providing a number of bitesize virtual finance training sessions relevant for Governors over the course of the autumn term. Sessions are aimed at both new Governors and those who wish to update their knowledge on Finance.

Grant Funding

Course Content:

- Pupil Premium
- Universal Infant Free School Meals
- PE & Sport funding
- 16 – 19 Bursary
- Vulnerable Bursary
- Covid 19 grants
- Any additional new grants

Session Details:

Autumn Term:

17/10/2024

2:00pm – 3:00pm

Policies

Course Content:

- Scheme for Financing Schools
- Finance Policy
- Monitoring and Intervention Policy
- Managing Change Policy
- Loan Scheme for Schools
- Schools Reorganisation Policy

Session Details:

Autumn Term:

30/09/2024

2:00pm – 3:00pm

SFVS / CFR / Benchmarking

Course Content:

- Consistent Financial Reporting
- Schools financial benchmarking including demonstration
- Understanding the Schools Financial Value Standard
- SFVS checklist
- SFVS dashboard

Session Details:

Autumn Term:

07/10/2024

2:00pm – 3:15pm

Booking Details:

If you wish to book onto any of the courses, please email Schools_Fin_Training@lincolnshire.gov.uk.

Please provide your school cost centre, the course title and date in the subject title of your email.

In the body of the email please state the name and position of the attendee you wish to book onto the course (e.g., John Smith, Business Manager).

Please send a separate email for each course you wish to book onto.

Cost: These courses are provided as part of the Bronze, Silver or Gold Level of Service. which Business World Schools sign up for.

School Food Standards – Is your school compliant?

Mandatory School Food Standards were introduced in 2015 and school governors are responsible for ensuring that these are followed at their school.

With school food being on the media and public agenda, log onto this FREE training to find out what schools need to do to be compliant, why there is the need to follow the standards, and how you as a governor know whether you comply.

Session Dates and Booking Details:

Autumn Term

04/12/2024

11:00am—12:00noon

[Click Here to Book](#)

04/12/2024

6:30pm – 7:30pm

[Click Here to Book](#)

Summer Term

15/05/2025

11:00am—12:00noon

[Click Here to Book](#)

15/05/2025

6:30pm—7:30pm

[Click Here to Book](#)





SEND FOR GOVERNORS AND TRUSTEES

The SEND team are delivering a virtual session designed to give Governors and Trustees an overview of their responsibilities for children and young people with SEND in the school setting. This session will give an overview of the legal responsibilities for Governors and Trustees and give guidance on ensuring that your Board is meeting its statutory duties.

This session is aimed at new Governors and those who wish to update their knowledge on SEND.

Session Dates and Booking Details:

Autumn Term

14/11/2024

6:30pm – 7:30pm

Spring Term

13/03/2025

2:00pm – 3:00pm

Please contact BS_SEND@lincolnshire.gov.uk to book.

Supporting Children in Care (LAC) and Previously Looked After Children



‘Every child deserves a champion’.

Governors and Trustees are invited to join the Virtual School team to learn more about their role and responsibilities in promoting educational outcomes for children in care and those previously looked after. In these sessions we will explore the potential impact of their experience both prior to and whilst in care, and also look at the statutory responsibilities of the governing body or trust board and the Designated Teacher in school.

Session Dates and Booking Details:

Autumn Term
10/10/2024
10:00am – 12:00pm

[Click Here to Book](#)

Spring Term:
05/02/2025
7:00pm – 9:00pm

[Click Here to Book](#)

Summer Term:
22/04/2025
10:00am – 12:00pm

[Click Here to Book](#)

NGA Learning Link

The Local Authority has subscribed to the NGA Learning Link: www.nga.org.uk/learninglink to provide FREE Governance training to support all boards in maintained schools and academies in Lincolnshire.

This FREE online guided learning is developed in partnership between the National Governance Association (NGA) and the Virtual College. E-training sessions can be accessed 24/7 online and there are a wide range of modules, including shorter “bite” size courses, to enable Governing Board effectiveness.

The NGA have also produced a useful training pathway for new governors for different school settings – please see Pages 23-25 for information.

TO ACCESS THIS TRAINING, PLEASE FOLLOW REGISTRATION INSTRUCTIONS ON PAGE 22.

Email: learninglink@nga.org.uk



The graphic is a promotional poster for NGA Learning Link. It features a teal background with a white diagonal line. The NGA logo is in the top left, followed by 'Learning Link'. A quote from a learner is in the top right. The main headline is 'Fast-track your governance skills'. Below it, text describes the flexible e-learning and its quality. A box on the left lists popular modules. On the right, four circular icons represent statistics: 65+ modules, 10,000+ schools, 60,000+ learners, and 96% of users recommending modules. A red circle highlights discounts for NGA members.

NGA Learning Link

Fast-track your governance skills

Flexible e-learning designed to support new and experienced governors and trustees.

High-quality and interactive, our modules help fill knowledge gaps quickly, provide affordable professional development and empower you to tackle every challenge with confidence.

Popular modules

- ✓ Safer recruitment
- ✓ Safeguarding: how to fulfil the governance role
- ✓ Interactive NGA skills audit
- ✓ Ofsted inspection: step by step
- ✓ Effective financial governance

“Clear and concise. Easy to find time to complete and learned a lot in a short time.”
Learner

Discounts available for NGA members

65+ modules
to increase your governance impact

10,000+ schools
subscribe to Learning Link

60,000+ learners
benefitting from our knowledge

96% of users
recommend our modules



REGISTER FOR NGA LEARNING LINK

1. Visit nga.vc-enable.co.uk/Register to find the online self-registration form
1. Add your details to the self-registration form in the following order:
 - Your first name
 - Your last name
 - Your email address
 - Your school or academy – use the search to select the right school.
 - If your school or academy is not listed, please select the "my school has not been listed" box to resolve this issue.
2. Read the statement in the green box at the bottom of the form and then click to confirm your registration. Registration is not immediate, and you must wait for email confirmation.
3. Once you receive your email confirmation, which includes your login details, you can log in and access your account.
4. Check your junk folder for an email marked “Set your new password” and then follow the link to reset your password.
5. Log in using your email address and enter your chosen password and you will be logged in and be able to access the learning link platform.



E-Learning



Your development journey: Maintained governors

This development plan provides a suggested pathway through Learning Link modules over the course of the governance year. These lists are not designed to be prescriptive - modules can be done in any sequence and can be started, paused and returned to at any time - but should help you decide which modules to complete during the year, and return to in subsequent years to ensure your knowledge is up-to-date.

Essential

Undertaking these modules will give you a great overview of the broad spectrum of duties, whether you are a governor or a trustee

Governance: your role, your responsibilities, your organisation (2 hours)

Your organisation: understanding school structures and what children should learn (2 hours)

Essential safeguarding for governors and trustees (1 hours 30 minutes)

Effectiveness: governance making an impact, changing lives (1 hours 30 minutes)

Holding to account: How to question and challenge (15 minutes)

Should

The modules build on the essential content and help prepare you for more specific tasks and duties

Creating a new vision for your school or trust (15 minutes)

Effective financial governance in schools and trusts (2hrs) OR Integrating Curriculum and Financial Planning (ICFP) 15 minutes

Governance visits to schools (15 minutes)

Stakeholder engagement (15 minutes)

Progress and attainment: using data to improve educational outcomes (2 hours)

Could

These modules will enhance your learning and give you top tips for effective practice

Compliance: Assuring your organisation, keeping it safe, secure, and solvent (1.5hrs)

Holding to account: How to conduct a courageous conversation (15 minutes)

Minimising Exclusions (15 minutes)

As and when

These modules are available for those critical situations when you have to undertake specific tasks or roles at specific times. To be used as a refresher or at the first time you find yourself in a challenging situation

Ofsted inspections: Step-by-step (45 minutes)

Ofsted and the inspection framework (45 minutes)

How to: run an effective exclusion review panel (45 minutes)

How to: run an effective admissions appeal panel (45 minutes)

How to: run an effective HR review panel (45 minutes)

How to: run an effective complaints review panel (45 minutes)



E-Learning



Your development journey: MAT Trustees

This development plan provides a suggested pathway through Learning Link modules over the course of the governance year. These lists are not designed to be prescriptive - modules can be done in any sequence and can be started, paused and returned to at any time - but should help you decide which modules to complete during the year, and return to in subsequent years to ensure your knowledge is up-to-date. *You will be able to find each module in the **Learning** area of your Learning Link account.*

Essential

Undertaking these modules will give you a great overview of the broad spectrum of duties, whether you are a governor or a trustee

Governance: your role, your responsibilities, your organisation (2 hours)

Effective MAT governance (1 hour 15 minutes)

Your organisation: understanding school structures and what children should learn (2 hours)

Essential safeguarding for governors and trustees (1 hour 30 minutes)

Effectiveness: governance making an impact, changing lives (1 hour 30 minutes)

Progress and attainment: using data to improve educational outcomes (2 hours)

Should

The modules build on the essential content and help prepare you for more specific tasks and duties

Creating a new vision for your school or trust (15 minutes)

Effective financial governance in schools and trusts (2hrs) OR Integrating Curriculum and Financial Planning (ICFP) (15 minutes)

Governance visits to schools (15 minutes)

Stakeholder engagement (15 minutes)

Could

These modules will enhance your learning and give you top tips for effective practice

Compliance: Assuring your organisation, keeping it safe, secure, and solvent (1 hour 30 minutes)

Holding to account: How to conduct a courageous conversation (15 minutes)

Minimising Exclusions (15 minutes)

As and when

These modules are available for those critical situations when you have to undertake specific tasks or roles at specific times. To be used as a refresher or at the first time you find yourself in a challenging situation

Ofsted inspections: Step-by-step (45 minutes)

Ofsted and the inspection framework (45 minutes)

How to: run an effective exclusion review panel (45 minutes)

How to: run an effective admissions appeal panel (45 minutes)

How to: run an effective HR review panel (45 minutes)

How to: run an effective complaints review panel (45 minutes)



E-Learning



Your development journey: Local Academy Committee governors

This development plan provides a suggested pathway through Learning Link modules over the course of the governance year. These lists are not designed to be prescriptive - modules can be done in any sequence and can be started, paused and returned to at any time – but should help you decide which modules to complete during the year, and return to in subsequent years to ensure your knowledge is up-to-date. You will be able to find each module in the Learning area of your Learning Link account.

Essential

Undertaking these modules will give you a great overview of the broad spectrum of duties

Governance: Your role, your responsibilities, your organisation (2 hours)

Stakeholder engagement (15 minutes)

Essential safeguarding for governors and trustees (1 hours 30 minutes)

Holding to account: How to conduct a courageous conversation (15 minutes)

Holding to account: How to question and challenge (15 minutes)

Could

These modules will enhance your learning and give you top tips for effective practice if these functions are delegated to you

Creating a new vision for your school or trust (15 minutes)

Compliance: Assuring your organisation, keeping it safe, secure, and solvent (1 hour 30 minutes)

Governance visits to schools (15 minutes)

Minimising Exclusions (15 minutes)

Your organisation: understanding school structures and what children should learn

Progress and attainment: using data to improve educational outcomes (2 hours)

Effectiveness: governance making an impact, changing lives

As and when

These modules are available for those situations when you have to undertake specific tasks or roles. Can be used as a refresher, or the first time you find yourself in a challenging situation

Ofsted inspections: Step-by-step (45 minutes)

Ofsted and the inspection framework (45 minutes)

How to: run an effective exclusion review panel (45 minutes)

How to: run an effective admissions appeal panel (45 minutes)

How to: run an effective HR review panel (45 minutes)

How to: run an effective complaints review panel (45 minutes)

Make a real impact on your school or trust's improvement

Lead and support your governing board to raise standards.



Development for MAT trustees

This programme, featuring eight practical, MAT-specific workshops, equips current, new and future trustees with the knowledge to fulfil their duties confidently.

Programme cost

Full programme starting from £495 per participant

Individual workshops starting from £120 per participant



Development for Chairs

This programme enables current and future chairs alike to develop their leadership skills, deliver effective governance and lead school improvement.

Programme cost

Starting from £270 per participant



Development for Clerks

This accredited programme is designed for clerks working in any school or trust setting. It leads to a Level 3 Certificate in the Clerking of School and Academy Governing Boards.

Programme cost

£530 per participant

Discounts available for NGA members

"I found the programme to be excellent. Knowledge I had was reinforced and new learning and insights gained."

Participant,
Development for MAT trustees programme

"The programme provided a sound platform to enable me to bring about positive change to our governing board."

Participant,
Development for Chairs programme

"Progressing through and completing the programme had an immediate impact on the quality of my clerking. It also gave me renewed enthusiasm and confidence in the role."

Participant,
Development for Clerks programme

CLERKS/GOVERNANCE PROFESSIONAL NETWORKING

The Governor Services team at Lincolnshire County Council facilitates termly Clerks Networking meetings in order to support all Clerks / Governance Professionals, whether they clerk at a maintained school or an academy.

The meetings provide key updates on the role of the Clerk, updates on any national or local issues, and any legislative / regulatory changes that may have been made and provide the opportunity to look at good practice from across the county.

Clerks are also able to raise issues with the Governor Services team regarding school governance-related matters to continue consistent development of governance in Lincolnshire schools.

Session Dates and Booking Details:

Autumn Term
11/09/2024

10:00am – 11:30am

Spring Term
22/01/2025

10:00am – 11:30am

Summer Term
30/04/2025

10:00am – 11:30am

All sessions can be booked via this Microsoft form: [Click Here to Book](#)

CLERKS/GOVERNANCE PROFESSIONAL TRAINING

Induction Training for New Clerks – Maintained Schools

The Governor Services team are delivering a face-to-face induction course recommended for those who are new to clerking in a maintained school. This session can also be used as a refresher course. The session will be held at County Offices, Lincoln.

The session aims to build knowledge and understanding of the Clerk to Governors role and provides key information to get started.

Session Dates and Booking Details:

Autumn Term	Spring Term
02/10/2024	26/02/2025
10:00am – 3.00pm	10:00am – 3.00pm

Either session can be booked via this Microsoft form:

[Click Here to Book](#)

Exclusion Training for Clerks/Governance Professionals

The Pupil Reintegration Team are offering a FREE 2-hour training session based on the Guidance for Suspension and Permanent Exclusion from Maintained schools, academies and pupil referral units in England, including pupil movement.

The Training will cover any updates issued for implementation in 24-25. This training is specifically aimed at Clerks/Governance Professionals.

The role of the Clerk to Governors/Governance Professional is pivotal in coordinating the Governors duties in responding to a Permanent Exclusion. This provides advice and guidance to Clerks to ensure Statutory timelines and duties detailed within the Statutory Guidance are met.

Session Dates and Booking Details:

Autumn Term	Spring Term
08/10/2024	04/02/2025
10:00am - 12:00pm	2:00pm - 4:00pm

Either session can be booked via this Microsoft form:

[Click Here to Book](#)

CLERKS/GOVERNANCE PROFESSIONAL TRAINING

Complaints Training for Clerks – Maintained Schools

The Governor Services Team will be delivering a virtual complaints session for maintained school clerks which will provide an overview of the complaints process according to the current DfE complaints procedure and is designed to give an overview of clerk's responsibilities when dealing with complaints.

Session Dates and Booking Details:

Autumn Term
06/11/2024

10:00am – 11:30am
[Click Here to Book](#)

