

# 2019/20 Training Programme for Gwynedd Governors

The Governors Support Unit is here to support you in your role as a Governor. You can get in touch by using the following e-mail address. [unedcefnogillywodraethwyr@gwynedd.llyw.cymru](mailto:unedcefnogillywodraethwyr@gwynedd.llyw.cymru)

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## Mandatory Training

Every mandatory training can be followed on-line, contact the Governors Support Unit to register. You are not required to attend face to face training; however, this is beneficial in order to network with other Governors and Officers.

### Role of the Chair

A course for new Chairs and Vice-chairs, which includes an overview of the Chair's responsibilities and statutory matters as well as guidance on how to hold effective governance meetings. **6.00-7.30pm**

**Tuesday 05/11/2019 - Plas Menai, Caernarfon**

**Thursday 07/11/2019 - Plas Tan y Bwlch, Maentwrog**

### Induction for New Governors

A course for any new governor. This course provides an overview of your responsibilities as a governor. **6.00-7.30pm**

**Tuesday 12/11/2019 - Plas Menai, Caernarfon**

**Thursday 14/11/2019 - Nanhoron Hotel, Nefyn**

**Monday 18/11/2019 - Coleg Meirion Dwyfor, Dolgellau**

### Interpretation of Data

A course for any new governor to understand and use performance data. **6.00-7.30pm**

**Date to be confirmed - January/February 2020**

## Optional Training

### Redundancy and Finance

**6.00-7.30pm**

Training for members of the Finance Committee and the Disciplinary and Dismissal Committees.

**Tuesday 26/11/2019 - Plas Menai, Caernarfon**

**Thursday 28/11/2019 - Plas Tan y Bwlch, Maentwrog**

### Child Protection

Training for the designated Child Protection person on the governing body.

## Catchment Area Training Fair

At the request of the catchment area, a training fair could be arranged in the catchment area, where a number of optional training sessions could be held simultaneously. Details on location and time could be agreed with the catchment area. Requests for training fairs should be referred for the attention of the Governors Support Unit.

### **Equality**

An introduction to the principles of Additional Learning Needs and Inclusion

### **Finance**

Initial training on understanding monitoring schools budgets

### **Dealing with Complaints**

Training on how to deal with complaints effectively.

### **Human Resources**

Human resources training including performance management of the Headteacher, disciplinary steps, capability and sickness.

### **Effective Governance**

A session on strategic responsibilities and how to act effectively as 'Critical Friends'.

## Registration

*You should register to attend face to face training by contacting the clerk of the governors.*

*We will provide training locally in the areas of Arfon, Dwyfor, Meirionnydd, or by request in a catchment area.*

*A minimum of TEN names must be registered in order to hold an optional course. Subsequently, a location and time will be confirmed.*

