

Continuing Professional Development Opportunities Secondary NQT 2011/2012



Programme of off site support for NQTs

Advice and information

Experience over the past few years has shown very clearly that an early discussion with NQTs is an important feature in helping to ensure that their support needs are accurately identified. The Career Entry and Development Profile will help induction tutors with their discussions. This process also enables NQTs to have ownership of their own professional development.

Induction tutors may wish to use the following information to discuss access to the off site programme of training for NQTs to support the needs identified. The overall design of a support programme for an NQT is likely to include a number of key elements. There are:

- Opportunities to attend courses specifically designed to complement the school based induction programme offered by the school
- Opportunities to enable NQTs to observe lessons in their own and other schools
- Opportunities to enable NQTs to be observed by experienced teachers and obtain feedback from those observations
- Opportunities for NQTs and induction tutors to work together.

Within this context, the off site programme of support for NQTs has been designed to complement the school based induction programme and to cover important common issues for NQTs identified at both national and local level. NQTs in primary schools particularly value the opportunity to meet with other NQTs.

The balance of the programme over the year has been constructed in a way that enables NQTs to settle into their school and then to provide opportunities to build on the classroom experiences gained.

The package of support for NQTs reflects the differing needs in the two phases of education. Please note that all NQTs should receive training on basic safeguarding awareness/procedures and the programme includes this training.

Queries relating to the off site programme of support should be addressed to:

Bryony Hutchinson
Education Improvement Adviser
Lawn View House
40 Station Road
Sutton in Ashfield
Notts.
NG17 5GA

Telephone: 01623 434148

Costings and course application procedures

In addition to the NQT programme all NQTs are entitled to attend any other events advertised.

The essential guide to NQT induction in the NQT programme are being supported centrally and these are being offered at no cost to schools, however if supply cover is needed the school will have to fund this.

Applying for a course:

- Identify the course of your choice
- Complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

If you need to cancel your place:

Before the closing date contact Lynsey Wells and your place will be cancelled and no further action will be taken. After the closing date a charge may be made unless there is a waiting list for the course.

After the closing date you will be notified by letter whether you have secured a place or not.

If the course is *viable* you will receive a letter confirming a place on the course. Please check the details carefully (date, time, venue etc). The school will then be charged the course fee and this will show on the monthly statement.

If the course is *cancelled* insufficient applications have been received and therefore the course is not viable.

If the course is *oversubscribed* your application will be placed on a waiting list and if the course is offered again you will be notified by letter.

If you have any queries regarding any of the courses advertised in this booklet please contact Lynsey Wells in the Admin Team at Lawn View House on 01623 434140.

Training for induction tutors and those who support NQTs

Introduction

It is essential that schools who are appointing an NQT from September ensure that the induction and assessment arrangements are rigorous, fair and supportive.

All those who have a role in supporting NQTs should have a full understanding of the requirements of the induction and assessment process.

The training and support programme is designed to help schools to meet these requirements.

There are three elements to the support programme for induction tutors and those who support NQTs.

- One day training for all new induction tutors.
- The Nottinghamshire Induction Tutor Handbook of Guidance and Support.
- Induction tutor helpline.

Nottinghamshire Induction Tutor Handbook of Guidance and Support

The Nottinghamshire Induction Tutor Handbook of Guidance and Support is currently being revised. This is the key document to support the work of induction tutors with NQTs.

Induction tutor helpline

Advice and support is available for induction tutors through Lawn View House. Contact either your appropriate Education Improvement Adviser or:

Mark Aske (Primary) or Bryony Hutchinson (Secondary)
Education Improvement Adviser
Lawn View House
40 Station Road
Sutton in Ashfield
Notts.
NG17 5GA

Telephone:
Mark Aske: 01623 434140

Bryony Hutchinson: 01623 434148

Core training for all new induction tutors (0019)

Audience:	Induction tutors supporting NQTs who have NOT previously received training through the Authority's programme of support for induction tutors.
Date, time & venue:	1. Monday, September 12, 2011, 9.00am-4.00pm, Edwinstowe House 2. Tuesday, January 10, 2012, 9.00am-4.00pm, Newstead Miners Welfare
Synopsis:	This is an important one day event designed specifically for those induction tutors who have not previously received training through the Authority's programme of support for induction tutors and are unfamiliar with the national requirements for NQT assessment. Course members will be involved in a range of activities during the day including presentations, video case studies and group work.
Objectives:	<ul style="list-style-type: none">• To develop an understanding of the role of the induction tutor.• To consider the skills involved in the role.• To explore the Core Standards and their use in the formal assessment of NQTs.• To examine the use of the National Career Entry and Development Profile for NQTs.• To become familiar with the Nottinghamshire Induction Tutor Handbook of Guidance and Support.• To consider the elements of an effective induction programme.• To share ideas and practice with colleagues.
Achievements:	<ul style="list-style-type: none">• Increased understanding of the role of an induction tutor.• Increased confidence in supporting NQTs through their induction year.
Provider(s):	Elizabeth Furness, Independent Consultant
Course fee:	£150
Closing date(s):	1. Wednesday, September 7, 2011 2. Friday, December 2, 2011
How to apply:	If you are interested in attending this course complete an application form and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscg.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

The essential guide to NQT induction (WEL11S)

Audience:	Secondary NQTs
Date, time & venue:	1. Wednesday, September 21, 2011, 9.00am-4.00pm, Edwinstowe House 2. Thursday, September 22, 2011, 9.00am-4.00pm, Newstead Miners Welfare 3. Friday, September 23, 2011, 9.00am-4.00pm, National Watersports Centre
Synopsis:	The course will welcome all NQTs to Nottinghamshire and inform them of the support provided by the Local Authority (LA) during their induction year.
Objectives:	<ul style="list-style-type: none">• To welcome NQTs to Nottinghamshire.• To inform NQTs of the support provided by the LA during their induction year.• To clarify the entitlements of NQTs during their induction year.• To provide an opportunity to meet other NQTs.• To provide opportunities to discuss issues relating to the induction year with other NQTs.
Achievements:	<ul style="list-style-type: none">• To increase knowledge and understanding of the induction year with reference to Nottinghamshire's context.• To be informed of the programme of support provided by Nottinghamshire LA.
Provider(s):	Bryony Hutchinson, Education Improvement Adviser Mark Aske, Education Improvement Adviser
Course fee:	FREE
Closing date(s):	Friday, September 9, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Managing behaviour in the classroom (0006)

Audience:	Secondary NQTs
Date, time & venue:	1. Thursday, October 13, 2011, 9.00am-4.00pm, Edwinstowe House 2. Friday, October 14, 2011, 9.00am-4.00pm, National Watersports Centre
Synopsis:	Establishing and maintaining good classroom management enhances the effectiveness of learning and teaching. This is one of the greatest challenges for teachers and one that requires constant review and practice. This course has been designed to focus on the needs of NQTs by providing knowledge, skills and experience necessary to establish effective behaviour management strategies within the classroom. Participants will be provided with a wide range of relevant and highly practical strategies. There will be an opportunity during the day to purchase resource books written to address the issues that all NQTs face.
Objectives:	<ul style="list-style-type: none">• A positive model of intervention.• Sharing good practice for very difficult situations.• Practical support for teachers.• Increased confidence and reduced stress.
Achievements:	<ul style="list-style-type: none">• To build a clear behavioural agenda in your class.• To develop the use of influential language.• To use rewards and sanctions effectively.• To avoid confrontation without losing assertion.• To enhance motivation and self esteem with pupils.• To reflect on own practice and make progress.• To understand the nine key principles of effective behaviour management.
Provider(s):	Andy Vass, Consultant to the DFE on national training programme for behavioural management at primary and secondary level. Described by the TES as <i>'the foremost behaviour management trainer in the UK'</i> .
Course fee:	£150
Closing date(s):	Thursday, September 15, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Promoting positive behaviour in the secondary classroom (0008)

Audience:	Secondary NQTs
Date, time & venue:	Tuesday, November 8, 2011, 9.00am-4.00pm, Newstead Miners Welfare
Synopsis:	The providers plan to explore strategies for: <ul style="list-style-type: none">• Creating a positive climate for learning• Applying SEAL across the curriculum• Classroom management skills
Objectives:	<ul style="list-style-type: none">• To identify factors required to enhance the climate for learning in your teaching environment.• To share effective strategies for promoting climate for learning.• To identify and develop staff skills for building and maintaining effective relationships both inside and outside the classroom.
Achievements:	<ul style="list-style-type: none">• Delegates will have a greater understanding of the many contributory factors in establishing an effective climate for learning.• Delegates will have had the opportunity to share strategies for classroom management.• Delegates will have a greater understanding of how they can contribute to developing social aspects of learning.
Provider(s):	Lin Armitage, Education Improvement Adviser, Behaviour and Attendance Rob Lancaster, Senior Education Improvement Adviser, Climate for Learning
Course fee:	£150
Closing date(s):	Tuesday, October 11, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Geography, history and RE subject support programme (0090)

Audience:	Secondary geography, history and RE NQTs and RQTs
Date, time & venue:	1. Thursday, November 17, 2011, 9.00am-4.00pm, National Watersports Centre 2. Date and venue TBC 3. Date and venue TBC
	Please note: Delegates are expected to attend all three dates
Synopsis:	This programme is designed to provide support for geography, history and RE NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.
Objectives:	<ul style="list-style-type: none">• To support and develop NQTs/RQTs.• To identify what makes good and effective geography, history and RE lessons.
Achievements:	<ul style="list-style-type: none">• To share ideas and strategies for promoting learning.• To increase knowledge and understanding of what makes good and effective lessons.
Provider(s):	Neil Brown, Geography AST, Minster School Anne Laskowski, History AST, George Spencer School Vicky Francis, History AST, Magnus C of E Foundation School Rachel Halfpenny, RE AST, National C of E Technology College
Course fee:	£350 for the three days
Closing date(s):	Friday, October 21, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Drama subject support programme (0091)

Audience:	Secondary Drama NQTs/RQTs
Date, time & venue:	1. November 22, 2011, 9.00am-4.00pm, Sutton Centre Community College 2. March 13, 2012, 9.00am-4.00pm, Sutton Centre Community College 3. June 19, 2012, 9.00am-4.00pm, Sutton Centre Community College
	Please note: Delegates are expected to attend all three dates
Synopsis:	This programme has been designed to provide practical support for Drama RQTs. A wide range of teaching and learning strategies and resources will be discussed and the sessions will be interactive and hands on. You will be sure to leave each day with lots of ideas and perhaps questions! The sessions will be led by the Drama AST, Kate Lake and Dance AST, Kay Cowling and a number of visiting colleagues.
Objective:	<ul style="list-style-type: none">• To support and develop Drama NQTs/RQTs by providing successful, innovative and practical strategies and resources to help you excel in your first few years of teaching.• To set up a network for NQTs to share classroom experiences and discuss good practice across the county.
Provider(s):	Kate Lake, Drama AST, Sutton Centre Community College
Course fee:	£350 for the whole programme
Closing date(s):	Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

ICT subject support programme (0087)

Audience: Secondary ICT NQTs and RQTs

Date, time & venue: 1. Thursday, November 24, 2011, 9.00am-4.00pm, Edwinstowe House
2. Thursday, March 22, 2012, 9.00am-4.00pm, Edwinstowe House
3. Wednesday, June 20, 2012, 9.00am-4.00pm, Minster School

Please note: Delegates are expected to attend all three dates

Synopsis: This programme is designed to provide support for ICT NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.

Delegates will need to bring a fully charged laptop.

Objectives:

- To support and develop NQTs/RQTs.
- To identify what makes good and effective ICT lessons.

Achievements:

- To share ideas and strategies for promoting learning.
- To increase knowledge and understanding of what makes good and effective lessons.

Provider(s): Paul Stevens, ICT AST, Minster School
Luke Milner, ICT AST, Portland School

Course fee: £350 for the three days

Closing date(s): Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Introductory voice care workshop (0023)

Audience:	Primary and secondary NQTs
Date, time & venue:	1. Thursday, December 1, 2011, 9.00am-12.00pm, Linby Scout Conference Centre 2. Thursday, December 1, 2011, 1.00pm-4.00pm, Linby Scout Conference Centre
Synopsis:	Attending a voice care workshop as part of your development programme, you will be set up to start building yourself a strong, healthy voice, which leads to better teaching, better classroom management and fewer days off sick. Vocalis Partnership offers half day introductory workshops, which enables teachers to start a process of voice improvement. It is also an online service. A later workshop can take this learning to a more advanced level. The workshop is practical and lively. The feedback is always positive. The handouts include useful exercises and reminders. Please visit our website www.vocalispartnership.co.uk
Objectives:	<ul style="list-style-type: none">• Interactive review by speaker and participants of voice problems which affect people who use their voices.• Overview of the anatomy and functions of parts of the body used in voice production (e.g. vocal cords, head and body posture, lungs and diaphragm).• Exercises to support these parts and functions and some practice of voice production.
Achievements:	<ul style="list-style-type: none">• An understanding of how an effective voice works.• An awareness of causes of voice problems.• A basic capability to undertake their own voice care.• An idea of how to achieve better voice production and hence better classroom management.• A foundation for further development.
Provider(s):	Vocalis Partnership
Course fee:	£75
Closing date(s):	Thursday, November 3, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

PE & Science subject support programme (0089)

Audience: PE and Secondary science NQTs and RQTs

Date, time & venue:

1. Thursday, December 1, 2011, 9.00am-4.00pm, Edwinstowe House
2. Thursday, March 8, 2012, 9.00am-4.00pm, Rufford Mill
3. Thursday, June 21, 2012, 9.00am-4.00pm, Rufford Mill

Please note: Delegates are expected to attend all three dates

Synopsis: This programme is designed to provide support for PE and science NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.

Delegates will need to bring a fully charged laptop.

Objectives:

- To support and develop NQTs/RQTs.
- To identify what makes good and effective PE and science lessons.

Achievements:

- To share ideas and strategies for promoting learning.
- To increase knowledge and understanding of what makes good and effective lessons.

Provider(s): Jenny Whitham, Science AST, Minster School
Luce Brailsford, PE AST, Minster School

Course fee: £350 for the three days

Closing date(s): Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Mathematics subject support programme (0086)

Audience:	Secondary mathematics NQTs and RQTs
Date, time & venue:	1. Tuesday, December 6, 2011, 9.00am-4.00pm, Edwinstowe House 2. Friday, March 23, 2012, 9.00am-4.00pm, Edwinstowe House 3. Friday, July 6, 2012, 9.00am-4.00pm, Edwinstowe House
	Please note: Delegates are expected to attend all three dates
Synopsis:	This programme is designed to provide support for mathematics NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.
Objectives:	<ul style="list-style-type: none">• To support and develop NQTs/RQTs.• To identify what makes good and effective mathematics lessons.
Achievements:	<ul style="list-style-type: none">• To share ideas and strategies for promoting learning.• To increase knowledge and understanding of what makes good and effective lessons.
Provider(s):	Rob Tait, Education Improvement Adviser Maths
Course fee:	£350 for the three days
Closing date(s):	Friday, October 21, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

English subject support programme (0077)

Audience: Secondary English NQTs and RQTs

Date, time & venue:

1. Wednesday, December 14, 2011, 9.00am-4.00pm, Edwinstowe House
2. Wednesday, April 25, 2012, 9.00am-4.00pm, Rufford Mill
3. Wednesday, July 4, 2012, 9.00am-4.00pm, Rufford Mill

Please note: Delegates are expected to attend all three dates

Synopsis: This programme is designed to provide support for English NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.

Delegates will need to bring a fully charged laptop.

Objectives:

- To support and develop NQTs/RQTs.
- To identify what makes good and effective English lessons.

Achievements:

- To share ideas and strategies for promoting learning.
- To increase knowledge and understanding of what makes good and effective lessons.

Provider(s): Helen Spoons, Education Improvement Adviser English

Course fee: £350 for the three days

Closing date(s): Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Design & Technology and Food subject support programme (0088)

Audience: Secondary D&T and Food NQTs/RQTs

Date, time & venue:

1. November 18, 2011, 9.00am-4.00pm, Edwinstowe House
2. March 2, 2012, 9.00am-4.00pm, Edwinstowe House
3. June 21, 2012, 9.00am-4.00pm, Edwinstowe House

Please note: Delegates are expected to attend all three dates

Synopsis: This programme has been designed to provide practical support for Design & Technology and Food NQTs and RQTs. A wide range of teaching and learning strategies and resources will be discussed and the sessions will be interactive and hands on. You will be sure to leave each day with lots of ideas and perhaps questions! The sessions will be led by your friendly, local Design & Technology AST Jamie Tegerdine and a number of his merry colleagues.

Delegates will need to bring a fully charged laptop.

Objective:

- To support and develop Design & Technology and Food NQTs/RQTs by providing successful, innovative and practical strategies and resources to help you excel in your first few years of teaching.
- To set up a network for NQTs to share classroom experiences and discuss good practice across the county.

Provider(s): Jamie Tegerdine, Design & Technology AST, Tuxford School

Course fee: £350 for the three days

Closing date(s): Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

MFL subject support programme (0092)

Audience: Secondary MFL NQTs and RQTs

Date, time & venue: 1. Wednesday, December 7, 2011, 9.30am-3.30pm, Lawn View House
2. Wednesday, February 22, 2012, 9.30am-3.30pm, Lawn View House
3. Wednesday, May 30, 2012, 9.30am-3.30pm, Lawn View House

Please note: Delegates are expected to attend all three dates

Synopsis: This programme is designed to provide support for MFL NQTs and RQTs by providing knowledge, skills and experience for teaching in the classroom. Participants will be provided with a wide range of relevant ideas and practical strategies.

Objectives:

- To support and develop NQTs/RQTs.
- To identify what makes good and effective MFL lessons.

Achievements:

- To share ideas and strategies for promoting learning.
- To increase knowledge and understanding of what makes good and effective lessons.

Provider(s): Maria Collins, MFL AST, Rushcliffe School
Cono Tsimbirdis, Aspirant MFL AST, Tuxford School

Course fee: £350 for the whole programme

Closing date(s): Friday, October 21, 2011

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Conquering challenging behaviour for effective learning (0004)

Audience:	Secondary NQTs
Date, time & venue:	Tuesday, January 31, 2012, 9.00am-4.00pm, National Watersports Centre
Synopsis:	Bottom line – managing pupil behaviour is a concern for every teacher in the country. It is a major cause of NQTs leaving the profession.
Objectives:	This is a no nonsense, down to earth, practical, fun, interactive and jargon free course. You will come away with a whole host of practical strategies that you can use and implement the very next day, to manage and motivate pupils behaviour more effectively and ultimately improve their learning.
Achievements:	By the end of the course you will be able to: <ul style="list-style-type: none">• Have a whole range of strategies to deal with any inappropriate behaviour from pupils quickly, effectively and in a non confrontational way• Have a whole range of strategies to prevent inappropriate behaviour occurring, to encourage good pupil behaviour and create a positive climate for learning• Have a whole range of activities to cater for the different learning styles of pupils• Recognise the motives behind the behaviour• Have a whole range of brain gym activities to motivate pupils behaviour and learning• Have a fun day and be a better teacher. Happy, better skilled teachers results in more motivated and better behaved pupils.
Provider(s):	Jason Bangbala, JEB Education Consultancy
Course fee:	£150
Closing date(s):	Friday, December 16, 2011
How to apply:	If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Inclusion conference: Let's work together (0022)

Audience: Secondary NQTs

Date, time & venue: Thursday, March 15, 2012, 9.00am-4.00pm, Bestwood Lodge Hotel

Synopsis: Nottinghamshire seeks to be an inclusive Local Authority and encourages all schools to be inclusive schools. Effective schools are inclusive schools, which provide equal opportunities for all pupils, whatever their age, gender, ethnicity, attainment and background. They pay particular attention to the provision made for the achievement of different groups of pupils. This one day conference will include a variety of workshop options relating to different groups of learners and course participants will be able to select three workshops during the day.

Further details of this course will be sent to NQTs at the beginning of the spring term 2012.

Objectives:

- To examine the differing needs of pupils and develop NQTs own practice in providing for them within a classroom context.
- To share problems and ideas with other NQTs.

Achievements:

- More confidence in responding to pupils' diverse learning needs.
- More knowledge and practical ideas for lesson delivery and inclusion.

Provider(s): Various

Course fee: £150

Closing date(s): Friday, February 10, 2012

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Introduction for NQTs to safeguarding children (0322)

Audience:	Primary and secondary NQTs
Date, time & venue:	1. Thursday, March 15, 2012, 9.00am-12.30pm, National Watersports Centre 2. Thursday, March 29, 2012, 9.00am-12.30pm, Rufford Mill
Synopsis:	Safeguarding and promoting the wellbeing of children – there is a statutory requirement for staff to receive appropriate training which will enable them to fulfil their responsibilities effectively in relation to child protection.
Objectives:	This training presentation will cover the broad aspect of safeguarding children and young people with the main emphasis being on child protection.
Achievements:	By the end of the presentation participants should have raised an awareness and understanding of: <ul style="list-style-type: none">• The concept of safeguarding and promoting welfare• Personal and organisational responsibility• Identifying the child in need and the child at risk• Defining/recognising the categories/indicators of abuse• Taking action to report concerns.
Provider(s):	Jim McDonald, Assistant Safeguarding Children in Education Officer
Course fee:	£75
Closing date(s):	Friday, February 10, 2012

How to apply: If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottscc.gov.uk details of your **name, school, course title and code** confirming that you have the headteacher/budget manager's permission to attend the course.

Contact: If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Improving classroom management by creating a professional persona/role using drama techniques (0039)

Audience:	Primary and secondary NQTs
Date, time & venue:	Monday, April 23, 2012, 9.00am-4.00pm, Linby Scout Conference Centre
Synopsis:	<p>This course looks at the professional characteristics of a 'good' teacher and how to identify and 'become' that role. It recognises that presence is a key factor in the day to day success in the classroom and that not all of us are naturally aware of how to create it. During the course you will identify what is presence and apply simple acting techniques in order for you to become a different character in the classroom. Using voice and body techniques as well as video evidence you will be shown how to use the skills of an actor in order to effect the role you desire. It is not a course full of role play and scenario work, but practical, hands on and simple guidance and advice that will give you the tools with which to become a more confident and effective classroom manager and teacher.</p>
Objectives:	<ul style="list-style-type: none">• To support and develop NQTs who may be struggling to create and sustain a 'teacher's persona'.• To identify that classroom presence can be taught in order to improve Teaching and Learning through effective classroom management.• To promote and develop confidence and presence in the classroom.• Demonstrate the ability to create and sustain an effective classroom character.• To enable each delegate to identify their persona/character and the attributes that character must display.• To identify what makes good and effective communication and presentation skills.• To instil a sense of self assurance and empowerment in learners.• To enable each student to identify their character and the attributes that character must display.
Achievements:	<ul style="list-style-type: none">• To help enable NQTs to become individuals who are confident and effective practitioners.• To help schools to provide appropriate and supportive training for their staff.• NQTs will be able to confidently control scenarios in the classroom that may be challenging.• To understand that to appear confident one can use voice and movement skills to do this rather than having to be a 'confident person'.• Have a menu of voice and movement skills to use when presenting and communicating in the classroom.
Provider(s):	Claire Grosvenor, Freelance Education Consultant
Course fee:	£150
Closing date(s):	Friday, March 23, 2012
How to apply:	<p>If you are interested in attending this course complete the application form at the back of the booklet and fax to the Admin Team on 01623 434145 or alternatively email lynsey.wells@nottsgov.uk details of your name, school, course title and code confirming that you have the headteacher/budget manager's permission to attend the course.</p>
Contact:	If you have any queries regarding this course please contact Lynsey Wells on 01623 434140

Application form

Course title:

Course number:

Course date:

Applicant forename(s):

Applicant surname:

School name:

Telephone number:

Email address:

Dietary requirements:

Physical requirements:

Additional information:

Booking:

Complete the application form and fax to 01623 434145 or post to Admin Team, Lawn View House, 40 Station Road, Sutton in Ashfield, Notts, NG17 5GA
You must have the headteacher/budget manager's permission to attend the course.

Cancellation:

If you need to cancel your place, contact the Admin Team. If this is before the closing date your place will be cancelled and no further action will be taken. After the closing date a charge will be made unless there is a waiting list for the course.

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