



THE CATHOLIC DIOCESE OF
ARUNDEL & BRIGHTON
EDUCATION SERVICE



CPD HANDBOOK
2021 - 2022

*With Christ at the centre, we lead and serve in partnership
to secure the long-term future of Catholic education.*

EDUCATION SERVICE MISSION STATEMENT

Placing Christ at the centre,
we lead, guide, serve and support our family of schools
in the name of the Bishop.

Inspired by the Gospel,
we endeavour to be the visible face of Christ,
leading and serving in partnership
with all members of our school communities:
children, staff, governors, parents and clergy.

Empowered by the Spirit,
we aspire to be the very best we can,
promoting the Common Good
and securing the long-term future of Catholic education.

DIOCESE OF ARUNDEL & BRIGHTON EDUCATION SERVICE

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www.abdiocese.org.uk/education/home

To book courses please email Claire Martin

FOREWORD FROM BISHOP RICHARD

During this last year, when the lives of so many have been affected by the Covid-19 Pandemic, the schools of the Diocese have continued to carry out the mission of supporting parents in the education of their children. The sense of vocation that is so evident in all who work in our schools has been a real blessing for students, parents and the life of parishes and Diocese.

As we look to the future, with the opportunities and challenges this will bring, an effective programme of Continuing Professional Development is, perhaps, even more important for teachers and governors alike.

My thanks go to our Education Service for the provision of this programme for the coming year and may I take this opportunity to thank you for all you do in the vital work of Education in the Diocese.

With the assurance of my prayers and with every Blessing for the coming Academic Year,

A handwritten signature in black ink, appearing to read "Richard", with a small cross symbol to the left of the first letter.

Bishop of Arundel & Brighton

AUTUMN TERM 2021

SEPTEMBER

DAY	DATE	EVENT	FOCUS		TIME
THURS	9th	Catholic School Inspection	Preparation for a Catholic School Inspection in Spring 2022	Video Conference	15.30 - 17.30
WED	15th	Primary RE	New to post - RE Coordinators	Video Conference	15.30 - 17.30
FRI	17th	Chaplains	Support for Chaplains with Bishop Richard	Venue TBC Crawley	10.00 - 13.00
MON	20th	Governors	Foundation Governor Induction Training Module 1	Video Conference	18.30 - 20.30
TUES	21st	Training for HTs/ Chairs/Vice Chairs of Governors	Capital Funding and Fundraising	Video Conference	18.00 - 20.00
WED	22nd	Catholic School Inspection	Serving CSI Inspectors' Training - Day 1	Video Conference	15.30 - 17.30
WED	22nd	Primary RE	RE Coordinators' Day 1/3	Video Conference	15.30 - 17.30
THURS	23rd	Primary & Secondary RE	Experienced staff. Welcome to staff new to teaching in a Catholic setting	Video Conference	15.30 - 17.30
WED	29th	Primary Early Career Teachers +1	2 nd year training for ECTs +1	Video Conference	15.30 - 17.30
THURS	30th	Primary & Secondary Early Career Teachers (New ECTs)	Welcome to teaching in a Catholic School - Day 1/3	Venue TBC	9.30 - 15.00

OCTOBER

TUES	5th	Clerks	Clerks' Forum	Video Conference	10.00 - 11.00
WED	6th	Secondary RE	Secondary Heads of RE - Day 1	Video Conference	15.30 - 17.30
TUES	12th	School Business Managers	School Business Managers' Forum	Video Conference	10.00 - 12.00
MON	18th	Secondary Schools	Secondary Pilgrimage	Arundel Cathedral	10.30 - 14.30
WED	20th	Primary & Secondary Collective Worship	Outstanding Prayer and Liturgy	Video Conference	15.30 - 17.30
THURS	21st	Rainbows	Introduction to the Rainbows Programme	Video Conference	15.30 - 17.30

NOVEMBER

MON	8th	Governors	Outstanding Governance: Providing Effective Support and Challenge	Video Conference	18.30 - 20.30
WED	10th	Aspiring Leaders	Middle Leaders' Day - Day 1	Video Conference	10.00 - 12.00
THURS	11th	Primary RE	Outstanding Assessment Practice in Primary RE	Video Conference	15.30 - 17.30
THURS	11th	Secondary RE	Teaching and Learning in Secondary RE with a focus on Metacognition	Video Conference	15.30 - 17.30
FRI	19th	Chaplains	Support for Chaplains	Video Conference	11.30 - 13.00
THURS	25th	School Leaders	Annual Retreat for School Leaders	Wotton House Dorking	9.30 - 15.00
TUES	30th	Clerks	Clerks' Forum	Video Conference	10.00 - 11.00

DECEMBER

WED	1st	Primary RE	The Virtues - a whole school behaviour approach	Video Conference	15.30 - 17.30
WED	8th	Future Leaders	Development Day for DHTs and AHTs	Video Conference	10.00 - 12.00

SPRING TERM 2022

JANUARY

WED	12th	Catholic School Inspection	Preparation for a Catholic School Inspection in Summer 2022	Video Conference	15.30 - 17.30
THURS	13th	Cross-Phase Primary & Secondary Practitioners	Supporting Students' Spiritual Wellbeing	Video Conference	15.30 - 17.30
WED	26th	Rainbows	Rainbows Facilitator Training	Video Conference	15.30 - 17.30
THURS	27th	Primary & Secondary Early Career Teachers (New ECTs)	Welcome to teaching in a Catholic School - Day 2/3	Video Conference	9.30 - 12.00

FEBRUARY

TUES	1st	Clerks	Clerks' Forum	Video Conference	14.00 - 15.00
THURS	3rd	Secondary RE	Secondary Heads of RE - Day 2	Video Conference	15.30 - 17.30
MON	7th	Governors	Foundation Governors Module 2	Video Conference	18.30 - 20.30
TUES	8th	School Business Managers	School Business Managers' Forum	Video Conference	10.00 - 12.00
FRI	11th	Chaplains	Support for Chaplains	St John's Church, Horsham	9.30 - 16.30

MARCH

TUES	1st	Primary Headteachers	Primary Headteachers' Conference	Ashdown Park Hotel, Wych Cross	9.30 - 15.00
THURS	3rd	Primary RE	RE Coordinators' Day - Day 2	Video Conference	15.30 - 17.30
FRI	4th	Primary RE	RE Coordinators' Day - Day 2	Video Conference	9.30 - 11.30
MON	7th	Governors	Outstanding Governance: Providing Effective Support and Challenge	Video Conference	18.30 - 20.30
WED	9th	Primary RE	Involving pupils in the Catholic life of the school	Video Conference	15.30 - 17.30
THURS	10th	Cross-Phase Primary and Secondary RSHE	One year on: Primary and Secondary RSHE - sharing good practice	Cottesmore Hotel, Pease Pottage	9.30 - 15.00
WED	16th	Aspiring Leaders	Middle Leaders' Day - Part 1	Video Conference	10.00 - 12.00
WED	16th	Aspiring Leaders	Middle Leaders' Day - Part 2	Video Conference	13.00 - 15.00
MON	21st	Governors	Chairs and Vice Chairs of Governors Training	Video Conference	18.30 - 20.30
THURS	24th	Primary RE	RE in a Creative Curriculum	Video Conference	15.30 - 17.30

SUMMER TERM 2022

APRIL

WED	27th	Rainbows	When Somebody Dies & Silver Linings	Venue TBC	9.30 - 15.00
THURS	28th	Primary RE	Exploring other faiths	Video Conference	9.30 - 15.00

MAY

TUES	3rd	Governors	Called to Serve: Prospective new Governors	Video Conference	18.30 - 20.30
TUES	10th	Clerks	Clerks' Forum	Video Conference	10.00 - 11.00
WED	11th	Chaplains	Support for Chaplains with Bishop Richard	Quiet Day at Worth Abbey	10.00 - 15.00
MON	16th	Governors	Foundation Governor Induction - Module 3	Video Conference	18.30 - 20.30
WED	18th	Primary RE	Primary RE Coordinators' Day - Day 3	Venue TBC	9.30 - 15.00
THURS	19th	Cross-Phase Primary and Secondary	Effective transition from Year 6 to Year 7	Video Conference	15.30 - 17.30
WED	25th	Aspiring Leaders	Middle Leaders' Day - Day 3	St Francis of Assisi Catholic Primary School	9.30 - 12.30

JUNE

MON	6th	Governors	Aspiring Chairs of Governors	Video Conference	18.30 - 20.30
TUES	7th	School Business Managers	School Business Managers' Forum	Venue TBC	10.00 - 12.00
THURS	9th	Secondary RE	Secondary Heads of RE - Day 3	Video Conference	15.30 - 17.30
THURS	16th	Primary & Secondary Early Career Teachers (New ECTs)	Welcome to teaching in a Catholic School - Day 3/3	Venue TBC	9.30 - 15.00
THURS	16th	Catholic School Inspection	Preparation for a Catholic School Inspection for Autumn 2022	Video Conference	15.30 - 17.30
WED	22nd	Good Shepherd Celebration		Venue TBC	11.00 - 14.00

JULY

FRI	1st	School Leaders	Mass of Thanksgiving with Bishop Richard	Venue TBC	9.30 - 15.00
TUES	5th	Clerks	Clerks' Forum	Venue TBC	10.00 - 12.00
TUES	5th	Secondary RE Practitioners and Chaplains	Secondary RE Conference	Venue TBC	9.30 - 15.00
WED	6th	Primary RE	Outstanding RE Teaching and Learning for the year ahead	Venue TBC	9.30 - 15.00

COURSE BOOKING DETAILS

To book a place on any of the courses please visit the Education Service website:

www.abdiocese.org.uk/education/home

Click on the course that you are interested in and complete the section 'book online'.

CANCELLATION

In the event that delegates are unable to attend a course that they are booked on please contact Claire Martin E: claire.martin@abdiocese.org.uk (CPD Administrator)

Please note, the course fee will not be refunded if cancellation falls within two weeks of the course date.

FOR ENQUIRIES PLEASE CONTACT:

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DIRECTIONS BY CAR TO SPHC

From the motorway:

Take Junction 11 off the M23
Take the 4th exit towards Crawley.

Landmark: At the bottom of the hill is a roundabout, to the left is Broadfields Football Stadium - to the right a school.
Take the 3rd exit and stay on this road, travelling through 2 sets of traffic lights.

Landmark: The third set of traffic lights has a double set of lights for ahead.
Move to the left-hand lane as soon as the bus lane ends and turn left into Southgate Drive immediately after the 2nd set of lights.

Landmark: St Francis of Assisi School will be immediately to your right as you turn this corner.

Enter the St Philip Howard Centre premises by the 2nd turning on the right.
Drive towards the barrier (which will lift automatically) and park in the car park straight ahead. The entrance to the Centre is located by following the path from the car park along the front of the building.

CATHOLIC CERTIFICATE IN RELIGIOUS STUDIES

The CCRS is offered in every Diocese in England and Wales

Join our CCRS course starting in September! The Catholic Certificate in Religious Studies (CCRS) is beginning again in our Diocese this September. The course is designed for teachers in Catholic schools, for Catechists and for anyone who would like to grow in understanding as they live their Catholic faith.

The CCRS offers a very flexible and accessible way of learning, it includes some online content and is made up of eight modules: six core and two specialist modules. Each module involves ten hours of course time and an assignment. To read an overview of the course structure [click here](#). You can access a range of helpful FAQs on the [CCRS website here](#). For more information or to register your place please [contact our Formation Adviser](#).

AUTUMN TERM

PREPARATION FOR A CATHOLIC SCHOOL INSPECTION

THURSDAY 9 SEPTEMBER 2021

"An education in the fullness of humanity should be the defining feature of Catholic schools."
Pope Francis

Video Conference (2hr)

Course Outline:

This course is for schools preparing for a Catholic School Inspection. Training will focus on school self-evaluation, process and documentation.

Course Outcomes:

Participants will be fully informed of the inspection process and have an understanding of the documentation available to support them.

Time: 15.30 – 17.30

Target Audience: Headteachers, Senior Leaders, Heads of RE, RE Coordinators, Chaplains & Governors

Cost: £25.00

Course Leader: Lead Officer, CSI Inspection

PRIMARY RE: NEW TO POST – RE COORDINATORS

WEDNESDAY 15 SEPTEMBER 2021

"I can do all things through him who strengthens me."
Philippians 4:13

Video Conference (2hr)

Course Outline:

This course is designed to support those who are new to the post of RE Coordinator in Primary schools. We will be looking in detail at the role and responsibilities of the RE coordinator in a Catholic school setting and sharing resources, ideas and establishing support networks.

Course Outcome:

New RE Coordinators will know more about their role, where to go for resources and ideas and how to best support their schools in this important and rewarding post.

Time: 15.30-17.30

Target Audience: Those new to the post of RE Coordinator in Primary schools

Cost: £25.00

Course Leader: Primary Religious Education Advisers

SUPPORT FOR SCHOOL CHAPLAINS (DAY 1)

FRIDAY 17 SEPTEMBER 2021

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Venue TBC

Course Outline

Chaplains are invited each term to join Fr Stephen Ortiger, Diocesan Chaplain Coordinator, to discuss and explore the role and contribution made by Chaplains in our Catholic schools. Bishop Richard will be joining Chaplains for this first session.

Course Outcomes

Chaplains will identify and share best practice to support them in leading this important ministry in our Catholic schools.

Time:	10.00 – 13.00
Target Audience:	School Chaplains in Primary and Secondary settings
Cost:	£45.00
Course Leader:	Dom Stephen Ortiger OSB and Bishop Richard Moth

FOUNDATION GOVERNOR INDUCTION TRAINING (MODULE 1)

MONDAY 20 SEPTEMBER 2021

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (2hr)

Course Outline

This course welcomes newly appointed Foundation Governors and outlines for participants the special duties placed on all governors in Catholic schools, in particular Foundation Governors. The course will examine the distinctive nature of Catholic education and governors' crucial role in monitoring and evaluating the Catholic life of the schools.

Course Outcomes

Newly appointed governors will be equipped to undertake their duties confidently, with a full understanding of roles and responsibilities and ongoing support available to them.

Time:	18.30 – 20.30
Target Audience:	Newly Appointed Foundation Governors
Cost:	£25.00
Course Leader:	Lead Officer, Governance

TRAINING FOR HTS/CHAIRS/VICE CHAIRS OF GOVERNORS

TUESDAY 21 SEPTEMBER 2021

"So, keep watch over yourselves and over all the flock which the Holy Spirit has placed in your care.
Be shepherds of the church of God."
Acts 20:28

Video Conference (2hr)

Course Outline CAPITAL FUNDING

This session is designed to help schools keep their premises safe, warm and dry and to make them better equipped to support teaching and learning by understanding how (and when) to access Voluntary Aided School Condition Allocation (VASCA) funding; what is involved and how to ensure that the school can undertake their duty of care for the buildings effectively.

Course Outcomes

Participants will have a clearer understanding of the VASCA process. What is it? What is it for? What must schools contribute? How do schools apply? How do schools make applications which are likely to be successful? And there will be some tips on how to raise the funds for the school's contribution that is required for all capital funding.

Time:	18:00 – 20.00
Target Audience:	Headteachers, Chairs and Vice Chairs
Cost:	£25.00
Course Leader:	School Buildings Officer

CSI INSPECTOR TRAINING (DAY 1) SERVING CATHOLIC SCHOOL INSPECTORS

WEDNESDAY 22 SEPTEMBER 2021

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

Information and updates regarding diocesan school inspection will be disseminated. This is an opportunity for Inspectors to share and review practice and reflect and learn from experiences.

Course Outcomes:

Serving diocesan inspectors will be updated.

Time:	15.30 – 17.30
Target Audience:	All serving diocesan inspectors
Cost:	No Charge
Course Leader:	Lead Officer, CSI Inspection

RE COORDINATORS (1/3)

WEDNESDAY 22ND SEPTEMBER 2021

"Guide me in your truth and teach me, for you are God my Saviour,
and my hope is in you all day long."
Psalm 25:5

Video Conference (2hr)

Course Outline:

A chance for all RE Coordinators to hear about the latest information regarding RE teaching and learning and to learn, share and celebrate ways in which they support and facilitate the Catholic Ethos and RE teaching in their schools. There will be support and training as well as sharing of exciting resources and ideas to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

RE Coordinators will feel informed about any Diocesan areas of focus for the year ahead and will be made aware of upcoming initiatives, celebrations and areas of development for their schools.

Time:	15.30-17.30
Target Audience:	All RE Coordinators in Primary schools
Cost:	£25.00
Course Leader:	Primary Religious Education Advisers

WELCOME TO STAFF NEW TO TEACHING IN A CATHOLIC SETTING (CROSS-PHASE) PRIMARY AND SECONDARY EARLY CAREER TEACHERS

THURSDAY 23 SEPTEMBER 2021

"This holiness to which the Lord calls you will grow through small gestures."
Pope Francis, *Gaudete et Exsultate*

Video Conference (2hr)

Course Outline:

We will discuss and explore the distinctive nature of a Catholic School. What exactly is Catholic Ethos, what is different and special about working in a Catholic setting and what is expected of me in this role? We will be looking at some of the answers to these questions as well as pointing you in the right direction for information, advice and resources to support you in this most unique and special role.

Course Outcomes:

Teachers who are new to a Catholic school will have a clear understanding of the distinctive nature of a Catholic school and how this affects them in their role and what is expected of them.

Time:	15.30-17.30
Target Audience:	Staff new to teaching in a Catholic school setting
Cost:	£25.00
Course Leaders:	Primary and Secondary Religious Education Advisers

PRIMARY RE: 2ND YEAR TRAINING FOR ECTS +1

WEDNESDAY 29 SEPTEMBER 2021

"Discernment is not about discovering what more we can get out of this life, but about recognising how we can better accomplish the mission entrusted to us."

Pope Francis, *Gaudete et Exsultate*

Video Conference (2hr)

Course Outline:

Following on from a year like no other, we invite those who were new to teaching last year to come together again, in what hopefully will be, a more normal start to their year. This will give the chance to revisit some of the training and guidance on working in a Catholic school, planning from Come and See and planning and delivering outstanding Prayer and Liturgy.

Course Outcomes:

Those who were new to teaching last year may have not been able to put some of the training that they received into practise in the way that they would normally have been able to, and this will enable them to revisit and refresh some of their training from last year and feel more confident putting it into practise in more normal circumstances.

Time: 15.30-17.30

Target Audience: Early Careers Teachers Plus 1 (Those teachers who were NQTs last academic year)

Cost: £25.00

Course Leader: Primary Religious Education Advisers

WELCOME TO TEACHING IN A CATHOLIC SCHOOL (DAY 1/3) (CROSS-PHASE) PRIMARY AND SECONDARY EARLY CAREER TEACHERS

THURSDAY 30TH SEPTEMBER 2021

"Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms."

1 Peter 4:10

Venue: TBC

Course Outline:

This course welcomes Primary and Secondary ECTs to the Diocese of Arundel and Brighton and introduces them to the distinctive nature of working in a Catholic school setting. The aim of the session is to introduce ECTs to what it means to be a teacher in a Catholic school and allow them the opportunity to make connections with other ECTs in the Diocese and develop a network of support for their first year.

Course Outcomes:

Participants will gain a valuable insight into the distinctive nature of a Catholic school, the teaching of religious education and the fundamental place of prayer and worship.

Time: 9.30-15.00

Target Audience: Teachers in the first year of their career

Cost: £75.00

Course Leader: Primary and Secondary Religious Education Advisers

TUESDAY 5 OCTOBER 2021

"Each one, as a good manager of God's different gifts, must use for the good of others the special gift he has received from God."

1 Peter 4:10

Video Conference (1hr)

Course Outline

This is an important opportunity for Clerks to meet, network and share best practice with other diocesan school and academy clerks. It is also an opportunity to discuss key topics relating to the role of Clerk to Governors.

Course Outcomes

Clerks will be fully briefed and updated on educational matters. They will be confident in knowing where, should they require it, they can seek ongoing guidance and support.

Time: 10.00–11.00

Target Audience: Clerks

Cost: No Charge

Course Leader: Lead Officer, Governance

SECONDARY HEADS OF RE (DAY 1)

WEDNESDAY 6th OCTOBER 2021

"Let us open the doors to the Spirit, let ourselves be guided by him, and allow God's constant help to make us new men and women, inspired by the love of God which the Holy Spirit bestows on us!"
Pope Francis (2015), *The Spirit of St Francis: Inspiring Words on Faith, Love and Creation*

Video Conference (2hr)

Course Outline:

This session will provide the opportunity to reflect on the unique role that Secondary Heads of Religious Education have promoting the Catholic Ethos of our schools. As well as providing an opportunity for personal spiritual reflection this session will also provide opportunities for participants to reflect on how to lead colleagues in the provision for, and pursuit of, outstanding teaching and learning in Religious Education.

Course Outcomes:

Participants will share ideas and best practice and will understand how Heads of Religious Education can contribute more widely to the mission and Catholic life of the school.

Time: 15.30-17.30

Target Audience: Secondary Heads of Department

Cost: £25.00

Course Leader: Secondary Religious Education Adviser

SCHOOL BUSINESS MANAGERS' FORUM

TUESDAY 12 OCTOBER 2021

"Trust in the Lord with all your heart. Never rely on what you think you know. Remember the Lord in everything you do, and he will show you the right way."
Proverbs 4:5-6

Video Conference (2hr)

Course Outline:

As part of the forum there will be discussions on current topics of interest for School Business Managers; there will also be an opportunity to share best practice and common challenges, confidentially within the group.

Course Outcomes:

Facilitated by the Diocesan Buildings Officer, School Business Managers will create effective partnerships with colleagues that enables them to work collaboratively to share best practice and provide mutual guidance and support.

Time:	10.00–12.00
Target Audience:	School Business Managers
Cost:	£25.00
Course Leader:	School Buildings Officer

SECONDARY PILGRIMAGE

MONDAY 18 OCTOBER 2021



"Let us open the doors to the Spirit, let ourselves be guided by him, and allow God's constant help to make us new men and women, inspired by the love of God which the Holy Spirit bestows on us!"
Pope Francis (2015). *The Spirit of St Francis: Inspiring Words on Faith, Love and Creation*.

Venue:	Arundel Cathedral
Time:	10.30-14.30
Target Audience:	Secondary Schools

COLLECTIVE WORSHIP: OUTSTANDING PRAYER AND LITURGY (CROSS-PHASE)

WEDNESDAY 20TH OCTOBER 2021

"Rejoice always, pray continually, give thanks in all circumstances; for this is God's will for you in Christ Jesus."
1 Thessalonians 5: 16

Video Conference (2hr)

Course Outline:

We will look at the rich treasury of Prayer and Worship traditions of the Catholic church and share ways in which they can be celebrated and taught in our school settings. We will explore what outstanding prayer and worship looks like and the role of the student in its celebration and also how to support and facilitate spontaneous prayer. We will also share ideas and resources to support these areas.

Course Outcomes:

A greater understanding of some of the Catholic prayer and Liturgy traditions, including the Mass, and some practical ways to support prayer and liturgy in school settings.

Time: 15.30 – 17.30

Target Audience: Anyone involved in Prayer and Liturgy in Catholic Primary and Secondary schools

Cost: £25.00

Course Leader: Primary and Secondary Religious Education Advisers

RAINBOWS: AN INTRODUCTION TO THE RAINBOWS PROGRAMME

THURSDAY 21ST OCTOBER 2021

"Whenever the rainbow appears in the clouds, I will see it and remember the everlasting covenant between God and all living creatures of every kind on the earth."
Genesis 9:16

Video Conference (2hr)

Course Outline:

The aim of this course is to introduce schools to the Rainbows programme and share the materials that will support schools in running Rainbows/Spectrum in our Catholic Primary and Secondary schools.

Course Outcomes:

Attendees will understand the benefits of becoming a 'Rainbows' school.

Time: 15.30-17.30

Target Audience: School staff members who are interested in becoming a Rainbows Co-Ordinator

Cost: £25.00

Course Leader: Rainbows Registered Director

OUTSTANDING GOVERNANCE: PROVIDING EFFECTIVE SUPPORT AND CHALLENGE

MONDAY 8 NOVEMBER 2021

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This is an extremely popular and successful workshop designed to support governors who are seeking to develop their understanding of outstanding governance and how to provide effective support and challenge in their schools.

Course Outcomes:

Governors will have a clear understanding of outstanding governance and their strategic role in providing effective support and challenge

Time: 18.30 – 20.30

Target Audience: Governors

Cost: £25.00

Course Leader: Education Service

ASPIRING LEADERS: MIDDLE LEADERS' DAY (DAY 1)

WEDNESDAY 10 NOVEMBER 2021

"I can do all this through him who gives me strength."

Philippians 4:13

Video Conference (2hr)

Course Outline:

This course is designed to provide an insight into the role of a senior leader in a Catholic school. This first session will focus on the skills required to lead a distinctively Catholic school community and how Middle Leaders can contribute effectively to leading teams and securing the mission of a Catholic school.

Course Outcomes:

Participants will understand the specific role, responsibilities and expectations placed on a leader in a Catholic school.

Time: 10.00-12.00

Target Audience: Aspiring Middle Leaders

Cost: £25.00

Course Leader: Education Service in partnership with St Mary's University, Twickenham

OUTSTANDING ASSESSMENT IN PRIMARY RE

THURSDAY 11 NOVEMBER 2021

"Now all glory to God, who is able, through his mighty power at work within us,
to accomplish infinitely more than we might ask or think."

Ephesians 3:20

Video Conference (2hr)

Course Outline:

We will look at effective ways to use the Age-related skills and driver words to inform our assessment, planning, teaching and ultimately the learning of the children. We will look at how to take the Age-related skills and driver words and use them to inform clear and precise success criteria that informs your teaching and guides the children's learning. We will share best practise around methods of assessing children's learning and how best to record and use this information.

Course Outcomes:

A clearer understanding of Driver words and Age-related skills and how to use them to inform your teaching and assessment successfully and ideas for how to assess and record this information.

Time: 15.30-17.30

Target Audience: Primary school teachers of RE.

Cost: £25.00

Course Leader: Primary Religious Education Advisers

SECONDARY RE: TEACHING AND LEARNING IN SECONDARY RE

THURSDAY 11 NOVEMBER 2021

Video Conference (2hrs)

Course Outline:

Experienced A&B Secondary Head of Religious Education, Ciara Baldwin, will be the keynote speaker for this session. We will focus on some key aspects of metacognition that have a big impact on teaching and learning. Participants will be given practical ideas on how modelling, retrieval and memory techniques can be used in the classroom.

Course Outcomes:

A clear understanding of the broad concept of metacognition and its impact on teaching and learning along with practical ideas to try and put into practice in the classroom.

Time: 15.30-17.30

Target Audience: Secondary RE Teachers

Cost: £25.00

Course Leader: Secondary Religious Education Adviser

SUPPORT FOR SCHOOL CHAPLAINS (DAY 2)

FRIDAY 19 NOVEMBER 2021

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (1.5hr)

Course Outline

This meeting takes place termly and provides a forum to discuss, support and explore challenges facing Chaplains in our Catholic schools.

Course Outcomes

Chaplains will identify and share best practice to support them in leading this important ministry in our Catholic schools.

Time: 11.30 – 13.00

Target Audience: School Chaplains in Primary and Secondary settings

Cost: £25.00

Course Leader: Dom Stephen Ortiger OSB

ANNUAL RETREAT FOR SCHOOL LEADERS

THURSDAY 25 NOVEMBER 2021

"A community that cherishes the little details of love, whose members care for one another and create an open and evangelising environment, is a place where the risen Lord is present, sanctifying it in accordance with the Father's plan."

Pope Francis, *Gaudete et Exsultate*



Headteachers are invited for a Day of Reflection entitled "It is well with my soul" led by our inspirational Keynote Speaker Chris Lubbe (Nelson Mandela's Bodyguard) and Bishop Richard where we will focus on the themes of welfare and wellbeing.

Venue: Wotton House, Dorking

Time: 9.30-15.00

Target Audience: Headteachers, Senior Leaders, School Governors

Cost: £75.00

Course Leader: Education Service

CLERKS' FORUM

TUESDAY 30 NOVEMBER 2021

"Each one, as a good manager of God's different gifts, must use for the good of others the special gift he has received from God."

1 Peter 4: 10

Video Conference (1hr)

Course Outline:

This is an important opportunity for Clerks to meet, network and share best practice with other diocesan school and academy clerks. It is also an opportunity to discuss key topics relating to the role of Clerk to Governors.

Course Outcomes:

Clerks will be fully briefed and updated on educational matters. They will be confident in knowing where, should they require it, they can seek ongoing guidance and support.

Time: 10.00–11.00

Target Audience: Clerks

Cost: No Charge

Course Leader: Lead Officer, Governance

PRIMARY RE: THE VIRTUES: A WHOLE SCHOOL BEHAVIOUR APPROACH

WEDNESDAY 1 DECEMBER 2021

"In all things you yourself must be an example of good behaviour.
Be sincere and serious in your teaching."

Titus 2:7-8

Video Conference (2hrs)

Course Outline:

We will look at how to teach children about each of the virtues and how to practise them and share resources to support this approach. We will explore ways of how to adopt this as a whole school behaviour and rewards approach.

Course Outcomes:

Schools will have access to a set of resources to support teaching children about the virtues and explore some practical ways of linking them to their rewards and behaviour policies.

Time: 15.30-17.30

Target Audience: Primary practitioners

Cost: £25.00

Course Leader: Primary Religious Education Adviser

FUTURE LEADERS: DEVELOPMENT DAY FOR DHTS AND AHTS

WEDNESDAY 8 DECEMBER 2021

"And we know that in all things God works for the good of those who love him,
who have been called according to his purpose."

Romans 8:28

Video Conference (2hrs)

Course Outline:

This course will consider the nature of vision, values and mission in a Catholic school. Participants will look at the characteristics of an effective leader in a Catholic school setting. Using key leadership strategies and styles participants will develop an understanding of how to ensure the school's mission and values of the Gospel are lived out.

Course Outcomes:

Participants will be able to articulate with confidence what it is to be a faith leader in a Catholic school.

Time: 10.00-12.00

Target Audience: Deputy and Assistant Headteachers

Cost: £25.00

Course Leader: Education Service

SPRING TERM

PREPARATION FOR CSI INSPECTION

WEDNESDAY 12 JANUARY 2022

"An education in the fullness of humanity should be the defining feature of Catholic schools."
Pope Francis

Video Conference (2hr)

Course Outline:

The aim of this course is to equip Schools preparing for Catholic School Inspection (CSI) Training will focus on the documentation available to support schools in their school self-evaluation and understand the process and procedures of an inspection.

Course Outcomes:

Participants will have a full understanding of the diocesan Catholic school inspection process and supporting documentation.

Time: 15.30-17.30

Target Audience: Schools preparing for a Catholic School Inspection

Cost: £25.00

Course Leader: Lead Officer, CSI Inspection

SUPPORTING STUDENTS' SPIRITUAL WELLBEING (CROSS-PHASE)

THURSDAY 13 JANUARY 2022

"May the God of hope fill you with all joy and peace as you trust in him,
so that you may overflow with hope by the power of the Holy Spirit."
Romans 15:13

Video Conference (2hrs)

Course Outline:

An exploration of spiritual wellbeing, beginning with our own as practitioners and how we can extend this to the children in our care. We will explore various programmes and techniques for supporting the spiritual wellbeing of students.

Course Outcomes:

Course attendees will know more about the need to care for our own spiritual well-being, and we will share some practical ideas and also an intervention programme for how to care for the spiritual well-being of our pupils.

Time: 15.30-17.30

Target Audience: Primary and Secondary Practitioners

Cost: £25.00

Course Leader: Primary and Secondary Religious Education Advisers

RAINBOWS FACILITATORS' TRAINING

WEDNESDAY 26TH JANUARY 2022

"All around him was a glowing halo, like a rainbow shining in the clouds on a rainy day. This is what the glory of the Lord looked like."

Ezekiel 1:28

Video Conference (2hr)

Course Outline:

The aim of this course is to train those practitioners who have been identified by their school to be Rainbows' Facilitators. This course will promote the benefits of running Rainbows/Spectrum courses in our Catholic primary and secondary schools.

Course Outcomes:

Participants will have had the opportunity to look at/discuss the Rainbows' resources and feel confident in delivering the programme.

Time: 15.30-17.30

Target Audience: School staff members identified as Rainbows Facilitators

Cost: £25.00

Course Leader: Rainbows Registered Director

WELCOME TO TEACHING IN A CATHOLIC SCHOOL (DAY 2/3) (CROSS-PHASE) PRIMARY AND SECONDARY EARLY CAREER TEACHERS

THURSDAY 27 JANUARY 2022

"Teaching is a beautiful job; as it allows you to see the growth day by day of people entrusted to your care. It is a little like being parents, at least spiritually. It is a great responsibility."

Pope Francis

Video Conference

Course Outline:

This course welcomes Primary and Secondary ECTs and allows them the opportunity to build connections with other ECTs in the diocese and continue to develop a network of support. The aim of the session will be to share good practice on the classroom environment for learning and collective worship.

Course Outcomes:

Participants will develop valuable opportunities to network with ECTs in other schools focusing on the development of outstanding classroom environments and collective worship.

Time: 9.30-12.00

Target Audience: Early Career Teachers

Cost: £45.00

Course Leader: Primary and Secondary Religious Education Advisers

CLERKS' FORUM

TUESDAY 1 FEBRUARY 2022

"Each one, as a good manager of God's different gifts, must use for the good of others the special gift he has received from God."

1 Peter 4: 10

Video Conference (1hr)

Course Outline:

This is an important opportunity for Clerks to meet, network and share best practice with other diocesan school and academy clerks. It is also an opportunity to discuss key topics relating to the role of Clerk to Governors.

Course Outcomes:

Clerks will be fully briefed and updated on educational matters. They will be confident in knowing where, should they require it, they can seek ongoing guidance and support.

Time: 14.00 -15.00

Target Audience: Clerks

Cost: No Charge

Course Leader: Lead Officer, Governance

SECONDARY HEADS OF RE (DAY 2)

THURSDAY 3 FEBRUARY 2022

"Let us open the doors to the Spirit, let ourselves be guided by him, and allow God's constant help to make us new men and women, inspired by the love of God which the Holy Spirit bestows on us!"

Pope Francis (2015), *The Spirit of St Francis: Inspiring Words on Faith, Love and Creation*

Video Conference (2hr)

Course Outline:

This is the second of three opportunities for Heads of Departments to meet, explore and develop further religious education in Secondary schools. It will be a chance to hear about the latest information regarding RE teaching. There will be sharing of resources and ideas for HODs to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

Secondary Heads of Religious Education will feel informed about any Diocesan areas of focus for the year ahead and will be made aware of any upcoming initiatives, celebrations, and areas of development for their schools.

Time: 15.30-17.30

Target Audience: Secondary Heads of RE

Cost: £25.00

Course Leader: Secondary Religious Education Adviser

FOUNDATION GOVERNORS (MODULE 2)

MONDAY 7 FEBRUARY 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This course welcomes newly appointed Foundation Governors and outlines for participants the special duties placed on all governors in Catholic schools, in particular Foundation Governors. The course will examine Catholic School Inspection and Ofsted Inspection, highlighting the important role governors take in preparing for inspection and their involvement on the day.

Course Outcomes:

Governors will have an overview of their roles and responsibilities with regard to Catholic School Inspection and Ofsted Inspection

Time:	18.30–20.30
Target Audience:	Foundation Governors
Cost:	£25.00
Course Leader:	Lead Officer, Governance

SCHOOL BUSINESS MANAGERS' FORUM

TUESDAY 8 FEBRUARY 2022

"Trust in the Lord with all your heart. Never rely on what you think you know. Remember the Lord in everything you do, and he will show you the right way."
Proverbs 4:5-6

Video Conference (2hr)

Course Outline:

As part of the forum there will be discussions on current topics of interest for School Business Managers; there will also be an opportunity to share best practice and common challenges, confidentially within the group.

Course Outcomes:

Facilitated by the Diocesan Buildings Officer, School Business Managers will create effective partnerships with colleagues that enables them to work collaboratively to share best practice and provide mutual guidance and support.

Time:	10.00 – 12.00
Target Audience:	School Business Managers
Cost:	£25.00
Course Leader:	School Buildings Officer

SUPPORT FOR SCHOOL CHAPLAINS (DAY 3)

FRIDAY 11 FEBRUARY 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Venue: St John the Evangelist Church, Springfield Road, Horsham, RH12 2PJ

Course Outline

This meeting takes place termly and provides a forum to discuss, support and explore challenges facing Chaplains in our Catholic schools.

Course Outcomes

Chaplains will identify and share best practice to support them in leading this important ministry in our Catholic schools.

Time: 9.30–16.30

Target Audience: School Chaplains in Primary and Secondary settings

Cost: £60.00

Course Leader: Dom Stephen Ortiger OSB



PRIMARY HEADTEACHERS' CONFERENCE

TUESDAY 1 MARCH 2022

"Children and young people are the future, they are the strength, those who take us forward.
They are the ones in which we place our hope."
Pope Francis

Course outline:

We will be looking at the importance of partnership-working, the role of the deanery in today's education landscape, and explore a range of ways in which deaneries work together successfully.

Venue: Ashdown Park Hotel, Wych Cross, East Sussex

Time: 9.30–15.00

Target Audience: School Leaders in Primary Settings

Cost: £75.00

Course Leader: Education Service

PRIMARY RE: RE COORDINATORS (DAY 2)

THURSDAY 3 MARCH 2022

"We are all called to be holy by living our lives with love and by bearing witness in everything we do, wherever we find ourselves."

Pope Francis, *Gaudete et Exsultate*

Video Conference (2hr)

Course Outline:

A chance for all RE Coordinators to hear about the latest information regarding RE teaching and learning and to learn, share and celebrate ways in which they support and facilitate the Catholic Ethos and RE teaching in their schools. There will be support and training as well as sharing of exciting resources and ideas to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

RE Coordinators will feel informed about any Diocesan areas of focus for the year ahead and will be made aware of any upcoming initiatives, celebrations, and areas of development for their schools.

Time:	15.30–17.30
Target Audience:	Primary RE Coordinators
Cost:	£25.00
Course Leader:	Primary Religious Education Advisers

PRIMARY RE: RE COORDINATORS (DAY 2)

FRIDAY 4 MARCH 2022

"We are all called to be holy by living our lives with love and by bearing witness in everything we do, wherever we find ourselves."

Pope Francis, *Gaudete et Exsultate*

Video Conference (2hr)

Course Outline:

A chance for all RE Coordinators to hear about the latest information regarding RE teaching and learning and to learn, share and celebrate ways in which they support and facilitate the Catholic Ethos and RE teaching in their schools. There will be support and training as well as sharing of exciting resources and ideas to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

RE Coordinators will feel informed about any Diocesan areas of focus for the year ahead and will be made aware of any upcoming initiatives, celebrations, and areas of development for their schools.

Time:	9.30–11.30
Target Audience:	Primary RE Coordinators
Cost:	£25.00
Course Leader:	Primary Religious Education Advisers

OUTSTANDING GOVERNANCE: PROVIDING EFFECTIVE SUPPORT AND CHALLENGE

MONDAY 7 MARCH 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This is an extremely popular and successful workshop designed to support governors who are seeking to develop their understanding of outstanding governance and how to provide effective support and challenge in their schools.

Course Outcomes:

Governors will have a clear understanding of outstanding governance and their strategic role in providing effective support and challenge.

Time:	18.30–20.30
Target Audience:	Governors
Cost:	£25.00
Course Leader:	Lead Officer, Governance

PRIMARY RE: INVOLVING PUPILS IN THE CATHOLIC LIFE OF THE SCHOOL

WEDNESDAY 9 MARCH 2022

"In all things you yourself must be an example of good behaviour.
Be sincere and serious in your teaching."
Titus 2:7-8

Video Conference (2hr)

Course Outline:

This course will look at the role of Primary pupils in our Catholic schools. It will explore a variety of ways to involve pupils in prayer and worship, assessment and best practice for pupil voice.

Course Outcomes:

Participants will have a good understanding of how to embed pupil involvement within the Catholic life of their school.

Time:	15.30-17.30
Target Audience:	Primary Practitioners
Cost:	£25.00
Course Leader:	Primary Religious Education Advisers

ONE YEAR ON.....

RSHE CONFERENCE – SHARING GOOD PRACTICE (CROSS PHASE)

THURSDAY 10 MARCH 2022

"A new command I give you: Love one another. As I have loved you, so you must love one another.
By this all men will know that you are my disciples if you love one another."
John 13:34-35

Venue: Cottesmore Hotel, Golf and Country Club, Pease Pottage, West Sussex, RH11 9AT

Course Outline:

We will come together to review how things are going with the implementation of RSHE in schools and share some examples of best practise and strategies for resolving common issues and difficulties around the delivery and monitoring of the subject one year on.

Course Outcomes:

Shared ideas, strategies, and resources for addressing common issues around the planning and delivery of the subject content and ideas and resources to help with the ongoing monitoring of the subject.

Time: 9.30-15.00

Target Audience: Headteachers, Senior Leaders, Governors, PSHE Coordinators, RSHE Coordinators

Cost: £75.00

Course Leader: Primary and Secondary Religious Education Advisers

ASPIRING LEADERS: MIDDLE LEADERS' DAY (PARTS 1 & 2)

WEDNESDAY 16 MARCH 2022

"I can do all this through him who gives me strength."
Philippians 4:13

Video Conference (2hrs)

Course Outline:

This is session 1 of 3 (morning) and 2 of 3 (afternoon) for Middle Leaders aspiring to Senior Leadership in a Catholic school. We will focus on creating an effective team and knowing your leadership style; with a focus on servant leadership, invitational leadership and situational leadership theories.

Course Outcomes:

Participants will have an understanding of their own leadership style.

Time: **Part 1:** 10.00-12.00
Part 2: 13.00-15.00

Target Audience: Aspiring Middle Leaders

Cost: £25.00

Course Leader: Education Service in partnership with St Mary's University, Twickenham

CHAIRS AND VICE-CHAIRS OF GOVERNORS TRAINING

MONDAY 21 MARCH 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This session provides an opportunity to update lead governors on current topics of interest or key issues impacting on Catholic education and will cover key contextual knowledge along with guidance on how to provide effective support and challenge to school leadership teams.

Course Outcomes:

Lead governors will have an up-to-date understanding of key challenges facing Catholic education and are equipped to provide effective support and challenge to school leadership teams. Governors will have the knowledge and understanding they need to make a positive impact on educational outcomes in their schools.

Time: 18.30-20.30

Target Audience: Chairs and Vice Chairs of Governors

Cost: £25.00

Course Leader: Lead Officer, Governance

PRIMARY RE: RE IN A CREATIVE CURRICULUM

THURSDAY 24 MARCH 2022

"For we are God's handiwork, created in Christ Jesus to do good works, which God prepared in advance for us to do."

Ephesians 2:10

Video Conference (2hr)

Course Outline:

We will explore creative ways of engaging children in their RE learning using Art, Drama, Music, Stories, Godly Play, Role play and their outside environment. We will share practical ideas and resources and look at how to marry these ideas with the Come and See topics and the Age-Related Expectations.

Course Outcome:

Teachers will be more confident in how to use creativity as a way of engaging children with their RE learning and how to tie this in with Come and See topics.

Time: 15.30-17.30

Target Audience: All Primary teachers of RE

Cost: £25.00

Course Leader: Primary Religious Education Advisers

SUMMER TERM

RAINBOWS: WHEN SOMEBODY DIES & SILVER LININGS

WEDNESDAY 27TH APRIL 2022

"Be strong and courageous. Do not be frightened, and do not be disheartened,
for the LORD your God is with you wherever you go."
Joshua 1:9

Venue: TBC

Course Outline:

This course will support participants to fully understand the process and necessity of creating bereavement policies, discuss programmes currently available and those already being run in schools and share best practice.

Course Outcomes:

Participants will disseminate information gathered and as a result, their schools will be equipped to provide comprehensive support to individuals, families and school communities experiencing any significant loss or bereavement.

Time: 9.30-15.00

Target Audience: All staff and governors interested in and responsible for creating bereavement policies

Cost: £75.00

Course Leader: Rainbows Registered Director

PRIMARY RE: EXPLORING OTHER FAITHS

THURSDAY 28TH APRIL

"Let us dream, then, as a single human family, as fellow travellers sharing the same flesh, as children of the same Earth which is our common home, each of us bringing the richness of his or her beliefs and convictions, each of us with his or her own voice, brothers and sisters all."
Pope Francis, *Fratelli Tutti*

Video Conference (All day)

Course Outline:

We will look at the *Come and See* units on other faiths and share ideas on how best to deliver them. We will look in particular at the Jewish faith teachings and traditions that are covered by *Come and See* and explore some creative and engaging ways to help children develop a deep respect and understanding of both the common ancestry of Christianity and Judaism and of the distinctive teachings of Judaism.

Course Outcomes:

Lots of ideas for how best to engender a deep respect and knowledge of other faiths in children and some practical resources and ideas for how to deliver the 'Other Faiths' *Come and See* units well.

Time: 9.30-15.00

Target Audience: Teachers of RE in a Primary Catholic school

Cost: £45.00

Course Leader: Primary Religious Education Advisers

CALLED TO SERVE PROSPECTIVE NEW GOVERNORS

TUESDAY 3 MAY 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord because you know that your labour in the Lord is not in vain."

1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This course will explain the role of a Foundation Governor in our Catholic Schools. Foundation Governors are appointed by the local Bishop and have particular responsibility to preserve and develop the Catholic ethos of the school and represent the Bishop's education policy (e.g. worship and religious education) to the governing body.

Course Outcomes:

Delegates will have a better understanding of the role of foundation Governor, the special responsibilities that they would undertake and an understanding of how to apply for this role.

Time: 18.30 – 20.30

Target Audience: Governors

Cost: No Charge

Course Leader: Lead Officer, Governance

CLERKS' FORUM

TUESDAY 10 MAY 2022

"Each one, as a good manager of God's different gifts, must use for the good of others the special gift he has received from God."

1 Peter 4: 10

Video Conference (1hr)

Course Outline:

This is an important opportunity for Clerks to meet, network and share best practice with other diocesan school and academy clerks. It is also an opportunity to discuss key topics relating to the role of Clerk to Governors.

Course Outcomes:

Clerks will be fully briefed and updated on educational matters. They will be confident in knowing where, should they require it, they can seek ongoing guidance and support.

Time: 10.00–11.00

Target Audience: Clerks

Cost: No Charge

Course Leader: Lead Officer, Governance

SUPPORT FOR CHAPLAINS WITH BISHOP RICHARD

WEDNESDAY 11 MAY 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Quiet Day at Worth Abbey

Time: 10.00 – 15.00
Target Audience: School Chaplains in Primary and Secondary settings
Cost: TBC
Course Leader: Dom Stephen Ortiger OSB



FOUNDATION GOVERNOR INDUCTION (MODULE 3)

MONDAY 16 MAY 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This course welcomes newly appointed Foundation Governors and outlines for participants the special duties placed on all governors in Catholic schools, in particular Foundation Governors. The course will examine admissions and place planning and will look at buildings and finance.

Course Outcomes:

Governors will have an overview of their responsibilities with regard to admissions to our Catholic schools and how we plan the number of places, also an understanding of school finance and upkeep and maintenance of school buildings.

Time:	18.30 – 20.30
Target Audience:	Governors
Cost:	£25.00
Course Leader:	Lead Officer, Governance

PRIMARY RE: RE COORDINATORS (DAY 3)

WEDNESDAY 18 MAY 2022

"We are all called to be holy by living our lives with love and by bearing witness in everything we do, wherever we find ourselves."
Pope Francis, *Gaudete et Exsultate*

Venue: TBC

Course Outline:

A chance for all RE Coordinators to hear about the latest information regarding RE teaching and learning and to learn, share and celebrate ways in which they support and facilitate the Catholic Ethos and RE teaching in their schools. There will be support and training as well as sharing of exciting resources and ideas to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

RE Coordinators will feel informed about any Diocesan areas of focus and will be made aware of any upcoming initiatives, celebrations and areas of development for their schools.

Time:	9.30 – 15.00
Target Audience:	Primary RE Coordinators
Cost:	£75.00
Course Leader:	Primary Religious Education Advisers

CROSS PHASE PRIMARY AND SECONDARY: EFFECTIVE TRANSITION FROM PRIMARY TO SECONDARY SCHOOL

THURSDAY 19 MAY 2022

"God has made us what we are, and in our union with Christ Jesus he has created us for a life of good deeds, which he has already prepared for us to do."
Ephesians 2: 10

Video Conference (2hr)

Course Outline:

The aim of this course is for colleagues in primary and secondary schools responsible for teaching RE to come together and collaborate, develop and share strategies for effective transition of pupils from Year 6 to Year 7.

Course Outcomes:

Participants will be equipped with the knowledge, resources, and strategies for effective transition, and we will discuss and share the A Bridge Transition materials.

Time: 15.30-17.30

Target Audience: Primary Year 6 Teachers and Secondary Year 7 Teachers and Heads of Year

Cost: £25.00

Course Leader: Secondary Religious Education Adviser

ASPIRING LEADERS: MIDDLE LEADERS' DAY (DAY 3)

WEDNESDAY 25 MAY 2022

"I can do all this through him who gives me strength."
Philippians 4:13

Venue: St Francis of Assisi Catholic Primary School, Crawley

Course Outline:

The final day of this course will provide an opportunity to consider the application process for senior leadership positions.

Course Outcomes:

Participants will be equipped and confident about making an application for a senior leadership post in a Catholic school.

Time: 9.30-12.30

Target Audience: Aspiring Middle leaders

Cost: £45.00

Course Leader: Education Service in partnership with St Mary's University

ASPIRING CHAIRS OF GOVERNORS

MONDAY 6 JUNE 2022

"Therefore, my dear brothers and sisters, stand firm. Let nothing move you. Always give yourselves fully to the work of the Lord, because you know that your labour in the Lord is not in vain."
1 Corinthians 15:58

Video Conference (2hr)

Course Outline:

This course will explore how to be an effective Chair or Vice Chair of Governors. Providing Aspiring Chairs with advice and guidance and exploring the extra responsibilities placed on them in a Catholic setting.

Course Outcomes:

Delegates will feel more equipped to tackle the role of Chair of Governors and will know they will be supported by the Diocesan Education Service in this endeavour.

Time: 18.30 – 20.30

Target Audience: Experienced Foundation Governors, Aspiring Chairs of Governors

Cost: £25.00

Course Leader: Lead Officer, Governance

SCHOOL BUSINESS MANAGERS' FORUM

TUESDAY 7 JUNE 2022

"Trust in the Lord with all your heart.
Never rely on what you think you know. Remember the Lord in everything you do,
and he will show you the right way."
Proverbs 4:5-6

Venue: TBC

Course Outline:

This forum provides a valuable opportunity for Business Managers to share best practice and problems confidentially within the group. It also affords colleagues the opportunity to network and discuss key topics relating to Business management in school. Meeting in person gives excellent networking opportunities.

Course Outcomes:

Facilitated by the Diocesan Buildings Officer, School Business Managers will create effective partnerships with colleagues that enables them to work collaboratively to share best practice and provide mutual guidance and support.

Time: 10.00 – 12.00

Target Audience: School Business Managers

Cost: £40.00

Course Leader: School Buildings Officer

SECONDARY HEADS OF RE (DAY 3)

THURSDAY 9 JUNE 2022

"Let us open the doors to the Spirit, let ourselves be guided by him, and allow God's constant help to make us new men and women, inspired by the love of God which the Holy Spirit bestows on us!"
Pope Francis (2015), *The Spirit of St Francis: Inspiring Words on Faith, Love and Creation*

Video Conference (2hr)

Course Outline:

This is the third of three opportunities for Heads of Departments to meet, explore and develop further religious education in Secondary schools. The key focus in this session will be about developing the faith of our students through the love of RE. There will be sharing of resources and ideas for HODs to bring back to their schools and help them in their role of nurturing the Catholic Ethos and supporting outstanding RE teaching and learning.

Course Outcomes:

Secondary Heads of Religious Education will reflect and develop their understanding of the development of Faith through Religious Education and will feel informed about any Diocesan areas of focus for the year ahead and will be made aware of any upcoming initiatives, celebrations, and areas of development for their schools.

Time: 15.30-17.30

Target Audience: Secondary Heads of RE

Cost: £25.00

Course Leader: Secondary Religious Education Adviser

EARLY CAREER TEACHERS (CROSS-PHASE) WELCOME TO TEACHING IN A CATHOLIC SCHOOL (DAY 3 OF 3)

THURSDAY 16 JUNE 2022

"Let us open the doors to the Spirit, let ourselves be guided by him, and allow God's constant help to make us new men and women, inspired by the love of God which the Holy Spirit bestows on us!"
Pope Francis (2015), *The Spirit of St Francis: Inspiring Words on Faith, Love and Creation*

Venue: TBC

Course Outline:

This course welcomes Primary and Secondary ECTs and celebrates with them their journey so far in Catholic Education. The aim of the session will be to share good practice through planning and assessment and allows an opportunity for cross-school moderation.

Course Outcomes:

ECTs will gain knowledge of assessment and moderation in religious education and develop their understanding of using lesson outcomes to inform planning.

Time: 9.30-15.00

Target Audience: Early Career Teachers

Cost: £75.00

Course Leader: Primary and Secondary Religious Education Advisers

CATHOLIC SCHOOL INSPECTION PREPARATION FOR A CSI INSPECTION FOR AUTUMN 2022

THURSDAY 16 JUNE

"This holiness to which the Lord calls you will grow through small gestures."
Pope Francis, *Gaudete et Exsultate*

Video Conference (2hr)

Course Outline:

The aim of this course is to equip Schools preparing for Catholic School Inspection (CSI) Training will focus on the documentation available to support schools in their school self-evaluation and understand the process and procedures of an inspection.

Course Outcomes:

Participants will have a full understanding of the diocesan Catholic school inspection process and supporting documentation.

Time: 15.30-17.30

Target Audience: Headteachers, Senior Leaders, Heads of RE, RE Coordinators, Chaplains & Governors

Cost: £25.00

Course Leader: Lead Officer, CSI Inspection



GOOD SHEPHERD CELEBRATION

WEDNESDAY 22 JUNE 2022

Venue: TBC

Time: 11.00-14.00

Target Audience: Diocesan schools



SCHOOL LEADERS: MASS OF THANKSGIVING

FRIDAY 1 JULY 2022

As God's chosen people holy and dearly loved, clothe yourselves with compassion, kindness, humility, gentleness and patience."

Colossians 3:12

Everyone is invited to come together in prayer, where led by Bishop Richard we can reflect on our physical, spiritual, and emotional wellbeing.

Venue:	TBC
Time:	9.30-15.00
Target Audience:	Headteachers, Senior Leaders, School Governors
Cost:	£75.00
Course Leader:	Education Service

CLERKS' FORUM

TUESDAY 5 JULY 2022

"Each one, as a good manager of God's different gifts, must use for the good of others the special gift he has received from God."

1 Peter 4: 10

Venue: TBC

Course Outline:

This is an important opportunity to discuss key topics relating to the role of Clerk to Governors. This will be a longer face to face session and presents an opportunity to share best practice and meet up with other clerks in person.

Course Outcomes:

Clerks will be fully briefed and updated on educational matters. They will be confident in knowing where, should they require it, they can seek ongoing guidance and support.

Time:	10.00 – 12.00 (lunch included)
Target Audience:	Clerks
Cost:	No Charge
Course Leader:	Lead Officer, Governance

SECONDARY RE: RE CONFERENCE

TUESDAY 5 JULY 2022

"And he said to them, 'Go into all the world and proclaim the gospel to the whole creation.'
Mark 16:15

Venue: TBC

Course Outline:

This course is aimed at all Secondary teachers of RE and Chaplains to provide both inspiration and the opportunity for the celebration of their role in promoting the Catholic ethos of their schools.

Course Outcomes:

Participants will be provided with spiritual nourishment to support them in their roles. They will be furnished with lots of up-to-date classroom practices and ideas and have the opportunity to network and share good practice with one another.

Time: 9.30-15.00

Target Audience: Secondary RE Practitioners and Chaplains

Cost: £75.00

Course Leader: Secondary Religious Education Adviser

PRIMARY RE: LOOKING AHEAD – OUTSTANDING TEACHING AND LEARNING IN RE.

WEDNESDAY 6 JULY 2022

"In all things you yourself must be an example of good behaviour.
Be sincere and serious in your teaching."
Titus 2:7-8

Venue: TBC

Course Outline:

This course is aimed at all Primary teachers of RE to look at planning ahead for the new academic year. Participants will explore the features of an outstanding lesson and the impacts on pupil progress.

Course Outcomes:

Participants will understand what an outstanding lesson looks like and how to judge outstanding lesson outcomes.

Time: 9.30-15.00

Target Audience: Primary Practitioners

Cost: £75.00

Course Leader: Primary Religious Education Advisers