

Booking Form

TRAINING FEES (Please tick the applicable boxes)

£ 995 first/only applicant from one Local Authority

£875 additional applicant from one Local Authority

In order to reserve my place, I enclose a cheque for £250, and acknowledge that the balance is due by 30th August 10 or my place will be cancelled with no refund.

Invoices for the total Course fee will be issued upon receipt of deposit payment.

DELEGATE DETAILS

Name: Mr / Mrs / Ms

Position:

Organisation:

LA:

Address:

..... Postcode:

Tel: Mobile:

Email:

Dietary Requirements:

Other Special Requirements:

I have read and agree to the Booking Conditions above and I meet the course requirements regarding previous training experience. I am authorised to sign this form on behalf of my employer.

Signature: Date:

Please return completed form, together with the deposit cheque made payable to SCUUK (2009) Ltd
To: School Councils UK, The Old Dairy, Victoria Street, Felixstowe, Suffolk, IP11 7EW

General Information

DATES & VENUE

Thursday 30th September & Friday 1st October 2010 at Cumberland Lodge, Windsor.

WHAT IS INCLUDED IN THE PRICE

Coffee on arrival, two course buffet lunch & three course dinner with coffee on Thursday, plus overnight accommodation in a single room with ensuite facilities. Full English breakfast & two course buffet lunch on Friday. Mid morning coffee & biscuits and mid afternoon tea & cakes on both days. Mineral water available in the conference room.

BOOKING CONDITIONS

1. Payment must be made in full 4 weeks prior to the date of the course.
2. SCUUK (2009) Ltd reserves the right to vary the content, timing & location of the course, if necessary, for reasons beyond their control.
3. SCUUK (2009) Ltd accepts no liability if, for whatever reason, the course is cancelled, except for a full refund of the course fee or a booking on an alternative course.
4. If a delegate is unable to attend the course, notice of cancellation must be given in writing to SCUUK (2009) Ltd. Refunds will be given according to the following scale, based on the number of days prior to the course the cancellation is received. All are subject to a £25 administration fee
 - (a) Not less than 28 days – full fees
 - (b) 14-27 days – 50%
 - (c) 7-13 days – 25%
 - (d) less than 7 days – no refund.

It may be possible in all cases to send a substitute delegate, in which case a £25 administration fee will apply.

Course Programme

DAY ONE - Welcome & introductions

- ✚ The What & Why of School Councils
- ✚ Whole School Engagement Structures & Ethos
- ✚ Roles & Responsibilities
- ✚ Pupil Involvement – Boundaries & Barriers
- ✚ School Council presentation, followed by Q&A (tbc)
- ✚ Questions & Final Thoughts.

DAY TWO

- ✚ Intro & Warm Up
- ✚ Discussion & Decision Making Skills
- ✚ Fulfilling the Curriculum & Learning Needs
- ✚ Moving Beyond The Toilets
- ✚ Pitfalls & Problems
- ✚ School Council Quality Assurance
- ✚ Evaluation
- ✚ Questions & Final Thoughts

The course content may be subject to minor alterations.

LA SPECIFIC TRAINING LICENCES

This training course gives participants the means (resources & materials) and ability to deliver two specific training courses within their own LA (How to set up a School Council for both Primary & Secondary schools). Upon completion of the course, participants will be provided with an "LA Specific" School Councils Foundation Training Licence that will be valid within their own LA for one year. This Licence will enable participants to provide training, free of charge only within their own LA as part of their ongoing employment, for the above mentioned training courses only. The materials provided as part of this course may be used for training, but not distribution, within the licenced LA. Licenced participants may describe themselves as having been trained by the School Councils Foundation.

The cost of this Licence is £50 per year and the first year's Licence fee is included in the course fee. Licences can be renewed annually upon completion of a half or one day Refresher Course and payment of the annual fee.

Course Content & Aims

The Aims of Training for Trainers

- ✚ To share knowledge & skills in setting up & running effective school councils
- ✚ To provide exercises & tools for training students in running effective school councils
- ✚ To understand legislative requirements & the benefits to curriculum delivery and to learning
- ✚ To explore successes and failures
- ✚ Avoiding & overcoming barriers and pitfalls.

Who is the Course suitable for?

With growing evidence of the positive impact of effective school councils, an increasing number of people have a role to play in the support of school councils.

- ✚ Citizenship and PSHE Advisors
- ✚ Participation workers
- ✚ Youth Workers
- ✚ Connexions
- ✚ Education & Welfare Officers
- ✚ Advanced Skills Teachers
- ✚ Healthy Schools Advisors
- ✚ Behaviour Support Workers
- ✚ School Improvement Officers
- ✚ Learning Support & SENCOs

The focus of Training for Trainers is on using the materials effectively and not on general training techniques. Therefore, participants will be expected to be reasonably experienced in delivering training sessions to young people and/or adults.

Course Structure

This two part course is designed to provide professional training for local authority personnel and others with responsibility for student participation. The course combines theory and evidence of the effectiveness of well-structured school councils with practical resources and guidance. Participants will learn how to deliver our training programme for groups of staff and students as well as for individual schools. The two-day residential course is followed up with a non-residential day, six months later, to ensure that participants are best equipped to provide ongoing professional training.

Who are we?

Since September 2009, School Council UK comprises SCUUK (2009) Ltd, (who are also known as School Councils Trading), and School Councils Foundation.

School Councils Trading operates the commercial side of the old School Councils UK Ltd. This covers the sale of Resources, the sale and maintenance of Memberships and the sale and promotion of Training Courses.

School Councils Foundation is a registered charity, set up as a separate entity, to carry on the charitable work of the old School Councils UK Ltd.

Both organisations are owned and operated by completely different Directors and Trustees to the original organisation that went into liquidation in July 2009. The new owners strongly feel that the lines between commercial and charitable work need to be firmly drawn so that both staffing and funding are allocated correctly, to enable both 'Trading' and 'Foundation' to establish firm roots and operate successfully in the years to come.

However, the Training will be carried out by Trainers who worked originally for School Councils UK Ltd, both as staff and freelancers. They are experienced Trainers who are now Licensed by School Councils Foundation to deliver up-to-date and valid Training Courses.

Training for Trainers



A two-part, residential course to equip Staff to support the development of School Councils.

Participants will be given a complete set of School Councils UK training materials, explore the theory and practice behind effective school councils and learn how to advise and train staff and students in their area.

Venue & Dates

Cumberland Lodge, The Great Park, Windsor

Set in the tranquil heart of Windsor Great Park, yet only 27 miles from London and a short distance from Heathrow, Cumberland Lodge is perfectly placed for local, national and international meetings. Food and domestic standards are top class and the atmosphere is that of a friendly country house.

Thursday/Friday,
30th September/1st October 2010

Course price of £995 includes all meals and accommodation in single ensuite rooms.

Non-residential follow-up day during April 2011

The Course will:

- ✚ Provide participants with guidance to organise school council training events.
- ✚ Explore collaborative working between local authorities, schools and other agencies to support school council development.
- ✚ Enable participants to share expertise and create a forum for continuing professional development, built on through the Trainers' Network.
- ✚ Familiarise participants with School Council UK's vision and model.
- ✚ Familiarise participants with the School Council UK's Training Manual and materials.

This Training course is provided by School Councils Foundation

Facilitated by SCUUK (2009) Ltd