

COURSE DELEGATE PROFORMA Autumn Term 2008

GOVERNOR TRAINING

Name of School.....

COURSE	PROVIDER/DATE/VENUE	DELEGATE/S
<p>To provide training on the management and development of school buildings. Including statutory responsibilities of schools in regard to the health and safety requirements for school premises, the use of asset registers and formulating five year plans.</p> <p><i>For head teachers, senior management teams and governors with responsibility for school premises</i></p>	<p>David Gelsthorpe-Hill (E C Harris)</p> <p>Monday 13 October 2008</p> <p>Tally Ho Sports & Conference Centre</p> <p>6.00pm - 8.00 pm</p>	

Please return this form to the Primary Partnership office by Friday 26 September 2008. **A charge of £10.00 per governor will be levied for attendance at this course.** Our aim will be to send programmes, venue maps etc to delegates one week in advance of each course. It is important that delegates attending courses have been booked into each course through the Primary Partnership office. **All cancellations must be made ideally five working days before the course date. As the Primary Partnership falls liable to charges for refreshments etc, failure to cancel bookings may result in charges being made. If you have any queries please get in touch - Tel 0121 476 3415 Fax 0121 476 3391**