

COURSE DELEGATE PROFORMA AUTUMN TERM 2008

Name of School

COURSE	PROVIDER/DATE/VENUE	DELEGATE/S
To provide training on creatively using the RE Curriculum Strategy <i>For teachers who are newly or recently qualified, or recently appointed, or who are members of the Catholic Partnership Supply Service (CPSS)</i>	Fr Jonathan Veasey Friday 12 September 2008 RE Department	
To provide training on the management of literacy; including, monitoring and assessing progress, creatively using the new framework, finding cross-curricular links, using ICT and the role of the literacy coordinator <i>For literacy coordinators</i>	Sarah Preston-Foster Tuesday 23 September 2008 St Paul's Convent	
To provide training on modern language provision – including, introducing MFLs, resourcing, methodology, schemes, planning and opportunities or personal acquisition <i>For head teachers and teachers with responsibility for, or an interest in, the teaching of modern foreign languages</i>	Rona Heald Wednesday 8 October 2008 St Paul's Convent	
To provide training on the Sacrament of Confirmation <i>For Year 5 & 6 teachers and teachers with responsibility for RE</i>	Fr Jonathan Veasey Tuesday 14 October 2008 RE Department	
To provide training on the role of the head teacher and applying for headship <i>For deputy head teachers who aspire to headship</i>	David Loxton Friday 17 October 2008 Centrelink House *Morning Session*	
To provide training on the role of the deputy head teacher and applying for a senior post <i>For newly appointed deputy head teachers, assistant head teachers and aspiring deputy head teachers</i>	David Loxton Friday 17 October 2008 Centrelink House *Afternoon Session*	
To provide training on the Financial Management Standard in Schools <i>For head teachers senior management teams, finance governors, bursars and clerks to governors</i>	drb Management Tuesday 11 November 2008 Oscott College	
To provide training on the Sacraments of Reconciliation and Holy Communion <i>For Year 3 teachers and teachers with responsibility for RE</i>	Fr Jonathan Veasey Thursday 20 November 2008 RE Department	
To provide training on the effective use of data to inform and raise pupil achievement <i>For senior management teams</i>	Jim Henry Friday 28 November 2008 The Bromsgrove Hotel <u>AM SESSION ONLY</u>	

Please return this form to the Primary Partnership Office by Friday 5 September 2008. Our aim will be to send programmes, venue maps etc to delegates one week in advance of each course. Please note that extra delegates will be charged £35.00 per head on one day training courses. Non-affiliated schools may book places on these courses, subject to availability, at a rate of £85.00 per head. It is important that delegates attending courses have been booked into each course through the Primary Partnership Office - Newman University College. All cancellations must be made, ideally five working days before the course date. As the Primary Partnership falls liable to charges for meals and refreshments etc, failure to cancel bookings may result in charges being made. Fax or post to the Birmingham Catholic Primary Partnership Office - Tel 0121 476 3415 Fax 0121 476 3391.