



Cyngor Castell-nedd Port Talbot
Neath Port Talbot Council

Neath Port Talbot County Borough Council
Governor Support Services

**Training Programme
for School Governors
and
Clerks to the Governing Body**

ACADEMIC YEAR 2026/27

Dear Governor,

I have pleasure in providing you with a copy of the 2026/27 Governor training programme. The programme provides for a variety of training sessions giving you the opportunity to select your choice of event and plan your diary accordingly. We have a number of new sessions this year which we hope you will find of interest; these have been indicated accordingly. We will also look to bring you further training opportunities throughout the year.

Please note that, once again this year, training will be carried out virtually via Teams and face to face in Neath Civic Centre and Baglan Education & Training Centre; we will also be offering several sessions as hybrid. It continues to be essential that you book onto any course you wish to attend in order that we can ensure as many training sessions go ahead as planned. Also please be aware that if, for any reason, it is necessary to cancel a course we only notify those governors who have booked.

Please note that where the number of bookings for courses are below 8 in number then the session will be cancelled. It is, therefore, more important than ever to pre-book your place in advance. Governors are politely asked that should you need to cancel your booking please do so by emailing governors@npt.gov.uk or cancelling your booking directly via Eventbrite, as some courses have an upper attendance limit and could become oversubscribed. By notifying us of your need to cancel your place can then be offered to someone else.

Finally, thank you once again for being a governor in Neath Port Talbot and the dedication and commitment you provide to your school.

Yours sincerely,

Handwritten signatures of Kathryn E. Gilbert and Catherine Jones in blue ink. The signature 'K.E. Gilbert' is on the left, and 'Catherine Jones' is on the right, separated by a small dot.

**Kathryn E. Gilbert / Catherine Jones
Principal Schools Governance Officers**

How to make a booking

All training sessions now have a link to book your place via Eventbrite. Just click on the link on the page or copy the link and paste it into your internet browser and it will take you to the page for that training session. Registration will remain open until 48 hours before; however, in order to allow trainers time to set up each session, please book your place in good time before the session takes place. Once registered, you will be sent an email invite to the Teams training/ face to face training - ***please ensure that the email address you provide when registering is correct, as this is the address that the Teams invite will be sent to.***

Feedback:

All training evaluations are anonymous and are read; individual course content and relevance is reviewed based upon the comments provided so please take the time at the end of the training session to complete the form. As always, these comments are always welcome and taken fully on-board.

Governor Training Programme Overview

Please see individual pages for further details of each training event. You can click on the training event title to take you to the event page.

AUTUMN TERM 2026				
Date	Training Event	Time	Location	Page No.
23/09/2026	<u>Clerk to Governing Body training</u> Kathryn Gilbert/Catherine Jones	10.30am – 12.30pm	Neath Civic Centre (Room C)	13
29/09/2026	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	5.15pm – 7.00pm	Neath Civic Centre (Room A&B)	9
05/10/2026	<u>Health and Safety for Governors</u> Health & Safety Officers	6.00pm – 7.30pm	Online	34
12/10/2026	<u>Clerk to Governors Refresher Training - The AGM and Terms of Reference</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	Online	29
14/10/2026	<u>Curriculum for Wales</u> Mike Daley & ESO Equity	6.00pm – 8.00pm	Online	20
20/10/2026	<u>Understanding Data (Primary Schools)</u> Meirwen Watts & Owain Hyett	5.30pm – 6.30pm	Neath Civic Centre (Room A&B)	11
20/10/2026	<u>NEW! DARPL (Diversity and Anti Racism Professional Learning) Governors Workshops</u>	1.00pm -2.30pm	Online	33
22/10/2026	<u>Understanding Data (Secondary Schools)</u> Alan Rowlands & Andrew Herbert	6.00pm – 7.00pm	Online	12

Half Term – Monday 26 th October 2026 – Friday 30 th October 2026				
02/11/2026	<u>Managing School Complaints</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)	24
03/11/2026	NEW! <u>The Additional Learning Needs Code - the responsibilities of schools and governing bodies</u> NPT ALN Team	6.00pm – 7.30pm	Online	32
09/11/2026	<u>Strategies for Supporting Pupils with Behavioural, Emotional & Social Development</u> Charlotte Fahey/Neil Davies – Wellbeing Team	6.00pm – 8.00pm	Online	16
11/11/2026	<u>Exclusions</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)	23
17/11/2026	<u>School Development Plan</u> Helen Woodford & Tracy Hazel	6.00pm – 8.00pm	Online	22
19/11/2026	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	6.00pm – 8.00pm	Online	9
23/11/2026	<u>ELL SMT meeting with Chairs and Vice Chairs of Governors</u>	6.00pm – 8.00pm	Online	21
25/11/2026	<u>Pupil Attendance</u> Hayley Thomas	6.00pm – 7.30pm	Online	28
01/12/2026	<u>Understanding Data (Primary Schools)</u> Hayley Burrows & Sam Hopkins	6.00pm – 7.00pm	Online	11
02/12/2026	<u>Safeguarding – Chair/Safeguarding Governors</u> Anneliese Donovan	6.00pm – 8.00pm	Online	14
07/12/2026	<u>Neurodevelopment and Myth Busting</u> Helen Osborne	6.00pm – 8.00pm	Online	26

09/12/2026	<u>Chair of Governing Body training</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)	10
SPRING TERM 2027				
Date	Training Event	Time	Location	Page No.
11/01/2027	<u>Clerk to Governing Body training</u> Kathryn Gilbert/Catherine Jones	10.30am – 12.30pm	Baglan Education & Training Centre	13
13/01/2027	NEW! Supporting Vulnerable Learners: The Role of VLS Julie Stapleton & Helen Gibbon	6.00pm – 7.30pm	Online	27
19/01/2027	<u>A Short Introduction to Mate Crime and its Impacts</u> Noah Nyle – Victim Support	1.00pm – 2.00pm	Online	31
19/01/2026	NEW! <u>DARPL (Diversity and Anti Racism Professional Learning) Governors Workshops</u>	5.30pm – 7.00pm	Online	33
22/01/2027	<u>Managing School Complaints</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	Online	24
25/01/2027	<u>Safeguarding for Governors</u> <u>(not inc. Chairs/Safeguarding Governors)</u> Anneliese Donovan	12.30pm – 2.30pm	Online	15
26/01/2027	<u>Redundancy Handling</u> Stephanie Evans – HR Manager	6.00pm – 8.00pm	Online	19
02/02/2027	<u>Understanding Data (Primary Schools)</u> Meirwen Watts & Owain Hyett	6.00pm – 7.00pm	Online	11
05/02/2027	<u>Understanding Data (Secondary Schools)</u> Alan Rowlands & Andrew Herbert	10.00am – 11.00am	Online	12

Half Term (Monday 8 th February 2027 – Friday 12 th February 2027)				
16/02/2027	<u>Understanding the School Budget Formula</u> Llywelyn Williams	5.00pm – 7.00pm	Neath Civic Centre (Rooms A and B)	18
17/02/2027	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	6.00pm – 8.00pm	Online	9
22/02/2027	<u>NEW! The Additional Learning Needs Code - the responsibilities of schools and governing bodies</u> NPT ALN Team	1.00pm – 2.30pm	Neath Civic Centre (Rooms A and B) / Hybrid	32
25/02/2027	<u>Chair of Governing Body training</u> Kathryn Gilbert/Catherine Jones	6.00pm – 8.00pm	Online	10
03/03/2027	<u>NEW! Clerk to Governors Refresher Training - “Frequently Asked Questions”</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	Online	29
09/03/2027	<u>ELL SMT meeting with Chairs and Vice Chairs of Governors</u>	5.00pm – 7.00pm	Neath Civic Centre (Rooms A and B) / Hybrid	21
10/03/2027	<u>Our Responsibilities to Children Looked After</u> Nicky Sneezum	6.00pm – 8.00pm	Online	17
14/04/2027	<u>NEW! Health and Safety for Governors</u> Health & Safety Officers	10.00am – 11.30am	Online	34
16/03/2027	<u>Exclusions</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	Online	23
18/03/2027	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	The Quays (Conference Room 2)	9
SUMMER TERM 2027				

Date	Training Event	Time	Location	Page No.
06/04/2027	<u>Safeguarding – Chairs/Safeguarding Governors</u> Annelise Donovan	5.00pm – 7.00pm	Neath Civic Centre (Rooms A and B)	14
08/04/2027	<u>NEW! Supporting Vulnerable Learners: The Role of VLS</u> Julie Stapleton & Helen Gibbon	10.00am – 12.00pm	Baglan Education & Training Centre	27
13/04/2027	<u>Clerk to Governing Body Training</u> Kathryn Gilbert/Catherine Jones	10.30am – 12.30pm	The Quays (Meeting Room 3)	13
14/04/2027	<u>NEW! Health & Safety for Governors</u> NPT Health & Safety Officers	6.00pm – 7.30pm	Online	34
19/04/2027	<u>The Role of the Governing Body and Effective Relationships</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)	30
22/04/2027	<u>Understanding Data (Primary Schools)</u> Hayley Burrows and Sam Hopkins	10.00am – 11.00am	Baglan Education & Training Centre	11
04/05/2027	<u>Chair of Governing Body training</u> Catherine Jones/Kathryn Gilbert	5.00pm – 7.00pm	Neath Civic Centre (Room C)	10
05/05/2027	<u>School Development Plan</u> Tracy Hazel & Helen Woodford	6.00pm – 8.00pm	Online	22
12/05/2027	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	5.30pm – 7.30pm	Ysgol Gymraeg Ystalyfera Bro Dur (Ystalyfera site)	9
18/05/2027	<u>Managing School Complaints</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)/Hybrid	24
Half Term (31st May 2027 – 6th June 2027)				

08/06/2027	Safeguarding for Governors <i>(not inc. Chairs/Safeguarding Governors)</i> Anneliese Donovan	6.00pm – 8.00pm	Online	15
10/06/2027	<u>Exclusions</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room C)	23
15/06/2027	<u>ELL SMT meeting with Chairs and Vice Chairs of Governors</u>	5.00pm – 7.00pm	Neath Civic Centre (Room A&B) / Hybrid	21
21/06/2027	<u>Clerk to Governors Refresher Training - Complaints</u> Kathryn Gilbert/Catherine Jones	10.00am – 12.00pm	Online	29
23/06/2027	<u>Curriculum for Wales</u> Mike Daley & ESO Equity (TBC)	1.00pm – 3.00pm	Baglan Education & Training Centre	20
29/06/2027	<u>Understanding Data (Primary Schools)</u> Meirwen Watts & Owain Hyett	6.00pm – 7.00pm	Online	11
01/07/2027	<u>Understanding Data (Secondary Schools)</u> Alan Rowlands	6.00pm – 7.00pm	Online	12
05/07/2027	<u>An Introduction to Online Safety</u> Darren Long	6.00pm – 8.00pm	Online	25
07/07/2027	<u>Governor Induction</u> Kathryn Gilbert/Catherine Jones	5.00pm – 7.00pm	Neath Civic Centre (Room A&B)	9

GOVERNOR INDUCTION - MANDATORY TRAINING (Repeat Event)

If you are a newly elected or appointed governor, it is a **mandatory requirement** of Welsh Government that you attend for induction training **within one year** of your appointment or election. Failure to attend within this time limit will mean an automatic suspension as a governor.

Induction training for governors is vital to understand the role and the parameters of responsibilities that come with the position. The induction training will help ensure that as a new governor you have the necessary knowledge and understanding to fulfil the role effectively to support the school in raising standards. The session will develop your confidence to enable you to take a full and active part in the role of the governing body. The training will reflect the legislative framework for school governance in Wales and will focus on what should be expected from governors in meeting their legal requirements. It will also explain a governor's strategic role and how this supports and challenges the work of the school and the senior leadership team; your role in setting policies and targets and how these should be monitored and evaluated and how and to whom governors are accountable.

Target Audience: All newly elected or appointed governors who have not previously attended this mandatory course.

Course Provider: Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
29/09/2026	5.15pm – 7.00pm	Neath Civic Centre (Room A&B)	Induction Sept 2026
19/11/2026	6.00pm – 8.00pm	Online	Induction November 2026
17/02/2027	6.00pm – 8.00pm	Online	Induction February 2027
18/03/2027	10.00am – 12.00pm	The Quays (Conference Room 2)	Induction March 2027
12/05/2027	5.30pm – 7.30pm	YG Ystalyfera Bro Dur (Ystalyfera site)	Induction May 2027
07/07/2027	5.00pm – 7.00pm	Neath Civic Centre (Room A&B)	Induction July 2027

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TRAINING FOR NEW CHAIRS OF GOVERNORS - MANDATORY (Repeat event)

Since the implementation of mandatory training by the Welsh Government, all Chairs are required to attend this training session within six months of being elected to the role. Governors who have already attended since first being elected as Chair are not required to attend again.

The session focuses on leadership and maintaining effective relationships with key partners such as the headteacher, clerk to governing body and the local authority. It will also equip Chairs of governors with the necessary skills to run an efficient and effective governing body and to work with, and provide challenge to, headteachers to raise standards.

Aspiring Chairs of governors or Vice-Chairs of governors are able to complete the mandatory Chair training if they wish. If you become a Chair within two years of attending the training, you will not be required to attend again.

Target Audience: Newly elected and aspiring chair of governors.

Course Provider:

Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
09/12/2026	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Chairs Autumn 2026
25/02/2027	6.00pm – 8.00pm	Online	Chairs Spring 2027
04/05/2027	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Chairs Summer 2027

UNDERSTANDING DATA (Primary Schools) - MANDATORY (Repeat event)

This training session is mandatory by Welsh Government and requires all governors to attend within one year of appointment or election. Failure to attend within this time limit will mean an automatic suspension as a governor.

This session will help develop your understanding of the data which is now routinely provided to schools and how to use the data to improve school performance. Being able to analyse school performance data and drill down to the core information will enable governors to make comparisons and benchmark how your school is performing compared with other schools in similar circumstances.

Learning about school data and understanding what it means for your school and what needs to be done to raise standards should give you the confidence to ask challenging questions of the headteacher and school leadership team in order to improve performance and pupil attainment.

One of the sessions will specifically be tailored towards secondary school data; however, governors are welcome to attend any of the listed events.

Target Audience: All governors not previously attended this mandatory session.

Course Provider: Neath Port Talbot Education Support Officers

Date	Time	Location	Link to book your place
20/10/2026	5.30pm – 6.30pm	Neath Civic Centre (Rm A&B)	Primary Data October 2026
01/12/2027	6.00pm – 7.00pm	Online	Primary Data December 2026
02/02/2027	6.00pm – 7.00pm	Online	Primary Data February 2027
22/04/2027	10.00am – 11.00am	Baglan Education & Training Centre	Primary Data April 2027
29/06/2027	6.00pm – 7.00pm	Online	Primary Data June 2027

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UNDERSTANDING DATA - MANDATORY TRAINING (Secondary Schools – repeat event)

This training session is mandatory by Welsh Government and requires all governors to attend within one year of appointment or election. Failure to attend within this time limit will mean an automatic suspension as a governor.

This session will help develop your understanding of the data which is now routinely provided to schools and how to use the data to improve school performance. Being able to analyse school performance data and drill down to the core information will enable governors to make comparisons and benchmark how your school is performing compared with other schools in similar circumstances.

Learning about school data and understanding what it means for your school and what needs to be done to raise standards should give you the confidence to ask challenging questions of the headteacher and school leadership team in order to improve performance and pupil attainment.

One of the sessions will specifically be tailored towards secondary school data; however, governors are welcome to attend any of the listed events.

Target Audience: All governors who have not previously attended this mandatory session.

Course Provider: Neath Port Talbot Education Support Officers

Date	Time	Location	Link to book your place
22/10/2026	6.00pm – 7.00pm	Online	Secondary Data Autumn 2026
05/02/2027	10.00am – 11.00am	Online	Secondary Data Spring 2027
01/07/2027	6.00pm – 7.00pm	Online	Secondary Data Summer 2027

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CLERK TO THE GOVERNING BODY –TRAINING FOR NEW CLERKS (Repeat Event)

The clerk to a governing body has a vital role to play in the running of a school as through his/her organisational skills a clerk can help governors have a meaningful input into the school's improvement.

Since the implementation of mandatory training for clerks in September 2013, all clerks are required to have both attended and understood the training session to a sufficient standard within a one-year period of the legislation being introduced or appointed as a new clerk. This session considers the make-up of governing bodies and their powers, and the statutory duties of the clerk. To ensure compliance with the mandatory requirements and assess that clerks have achieved the required level of competency from the training, there will be a short assessment the end of the session in the form of an individual written quiz or Q&A session.

Target Audience: All clerks but especially new clerks who have yet to complete their mandatory training

Course Provider: Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
23/09/2026	10.30am – 12.30pm	Neath Civic Centre (Room C)	Clerks Autumn 2026
11/01/2027	10.30am – 12.30pm	Baglan Education & Training Centre	Clerks Spring 2027
13/04/2027	10.30am – 12.30pm	The Quays (Meeting Room 3)	Clerks Summer 2027

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SAFEGUARDING & CHILD PROTECTION AWARENESS TRAINING: CHAIRS OF THE GOVERNING BODY AND SAFEGUARDING GOVERNORS.

The role of protecting and safeguarding children belongs to everyone who comes into contact with children and young people.

The Education Act 2002 places specific child protection duties on the Governing Body: *The governing body of a maintained school shall make arrangements for ensuring that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the School'*

The objectives of this training are as follows:

- Consider the legal context for child protection work
- Discuss your role and responsibilities regarding safeguarding children in schools
- Identify the process for dealing with allegations against staff

Target Audience: It is now a **requirement** in NPT for the **Chair of Governors** and the **Designated Safeguarding Governor** to attend LA Safeguarding training. This session should be attended **once every three years**.

Course Provider: Anneliese Donovan - Safeguarding Officer / Sara Jones – Deputy Safeguarding Officer

Date	Time	Location	Link to book your place
02/12/2026	6.00pm – 8.00pm	Online	Safeguarding - Chairs/Safeguarding Governors
06/04/2027	5.00pm – 7.00pm	Neath Civic Centre (Rooms A&B)	Safeguarding - Chairs/Safeguarding Governors

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SAFEGUARDING - GROUP B TRAINING (members of the Governing body other than the Chair and Safeguarding Governor)

Objectives of the training

- Understand your role and responsibilities regarding safeguarding children in schools
- Understand the legal context for child protection work
- Know the main categories of abuse and recognise signs and symptoms Know how to respond to a disclosure/allegation of abuse and how to make a referral/report
- Understand what a 'position of trust' is
- Understand how to respond to allegations or concerns about staff

Target Audience: It is strongly recommended that members of the Governing body other than the Chair and Safeguarding Governor should undertake the Whole School Group B training. This training should be undertaken once every four years in line with the term of office.

Exemption: Governors who have received training via an alternative acceptable route i.e., teacher/staff governors and Chair of Governors and Designated Safeguarding Governor who have undertaken the specific training for their role.

Course Provider: Anneliese Donovan - Safeguarding Officer / Sara Jones – Deputy Safeguarding Officer

Date	Time	Location	Link to book your place
25/01/2027	12.30pm – 2.20pm	Online	Group B Safeguarding 1
08/06/2027	6.00pm – 8.00pm	Online	Group B Safeguarding 2

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STRATEGIES FOR SUPPORTING PUPILS WITH BEHAVIOURAL, EMOTIONAL & SOCIAL DEVELOPMENT

This training session equips professionals, educators, and support staff with practical strategies to support children with behavioural, social, and emotional needs. The session covers neuroscience insights on behaviour, examines causes of challenging behaviours, and promotes deeper understanding of these children's unique needs.

Participants learn methods for building positive relationships, encouraging emotional regulation, and fostering a supportive environment that promotes growth and resilience. Practical communication and collaborative problem-solving tips are tailored to school settings.

Target Audience: All governors

Course Provider: Charlotte Fahey - Wellbeing and Behaviour and Cynnydd Service Manager and Neil Davies - Wellbeing Practitioner

Date	Time	Location	Link to book your place
09/11/2026	6.00pm – 8.00pm	Online	BESD

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OUR RESPONSIBILITIES TO CHILDREN LOOKED AFTER

There are several reasons why a child may be 'looked after'. More often than not, it is through no fault of their own.

This training is for governors who wish to increase their knowledge about this vulnerable group of pupils and how schools can work in partnership with other agencies to raise attainment. The session will cover:

- Definition - Who is 'looked after'
- Corporate parenting responsibilities
- The issues -barriers to learning
- What schools can do to help – support systems
- Pupil Deprivation Grant for pupil's looked after
- The role of School Governors - checklist

Target Audience: All governors.

Course Provider: Nicky Sneezum - Education Coordinator CLA

Date	Time	Location	Link to book your place
10/03/2027	6.00pm – 8.00pm	Online	CLA

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UNDERSTANDING THE SCHOOL BUDGET FORMULA (Repeat event)

This training will be of benefit to all governors but will have particular relevance for governors with a role on finance committees.

In the first instance, a brief explanation will be provided concerning the wider responsibilities of the Local Authority and its role in allocating the total sum available each year across the various sectors/responsibility areas within the Education Directorate.

More specifically, the course has been designed to help governors understand the methodology and formulae underpinning the calculation of individual school budget shares and how it relates to their own school, focussing on the formula funding elements of budget shares.

Target Audience: Members of the Finance Committee.

Course Provider: Mr. Llywelyn Williams/ Mrs Jane Lloyd-Evans, Primary School Bursars

Date	Time	Location	Link to book your place
16/02/2027	5.00pm – 7.00pm	Neath Civic Centre (Rooms A&B)	SCHOOL BUDGET FORMULA

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REDUNDANCY HANDLING (Repeat event)

Governors will receive a definition of redundancy, an overview of its implications for schools, and an explanation of the wider responsibilities of the Governing Body and Local Authority in relation to the school redundancy process.

The course is designed to help governors understand the redundancy process through a range of challenging real-life scenarios experienced by HR Officers in schools over recent years.

Any redundancy proposals that directly or indirectly affect employees must be handled fairly and sensitively. The importance of pre-planning, careful preparation and a structured approach to the redundancy process is crucial. A clear well thought out plan will help to both clarify and communicate the need for redundancies and also ensure a fair and meaningful consultation process. It is important to acknowledge how employees are affected by the redundancy process whilst also maintaining their motivation and performance. Effective planning and preparation are therefore essential to anticipate and manage the uncertainty, confusion and concern that can arise when redundancy is proposed.

The aim and purpose of this session is to give practical advice and support to governors when managing the difficult process of dealing with staff redundancies.

Target Audience: This training will be of benefit to governors with a role on both the Staffing Disciplinary Dismissal Committee and the Staffing Disciplinary Dismissal Appeals Committee. Headteachers are also welcome to attend this event.

Course Provider: Stephanie Evans – HR Manager

Date	Time	Location	Link to book your place
26/01/2027	6.00pm – 8.00pm	Online	Redundancy Handling

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CURRICULUM FOR WALES (repeat event)

In February 2015 Welsh Government published the findings of Professor Graham Donaldson. His report, 'Successful futures' is a comprehensive, independent review of the curriculum and assessment arrangements in Wales.

His report also identifies the shortcomings of the current curriculum arrangements, which essentially remain as devised in 1988, a world before the World Wide Web and the advances in technology and globalisation that affect the way we live and work today. His report argues that the curriculum has become overloaded, complicated and, in parts, outdated.

The report identifies 4 purposes for the curriculum. It recommends that the entirety of the school curriculum should be designed to help all children and young people to become:

- ambitious, capable learners, ready to learn throughout their lives
- enterprising, creative contributors, ready to play a full part in life and work
- ethical, informed citizens of Wales and the world, ready to be citizens of Wales and the world
- healthy, confident individuals, ready to lead fulfilling lives as valued members of society.

Professor Donaldson's recommendations mark a radical departure from the curriculum of the last century.

The course will explain in more detail the four purposes and the areas of learning and experience as well as what the implications are likely to be for schools in NPT.

Target Audience: All governors.

Course Provider: Neath Port Talbot Education Support Officers

Date	Time	Location	Link to book your place
14/10/2026	6.00pm – 8.00pm	Online	Curriculum 1
23/06/2027	1.00pm – 3.00pm	Baglan Education & Training Centre	Curriculum 2

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CHAIR & VICE CHAIR TERMLY MEETING WITH THE EDUCATION SENIOR MANAGEMENT TEAM (Repeat Event)

On a termly basis, the senior management team of the education directorate meet with chairs and vice-chairs to discuss and share national and local educational issues. In addition, at each meeting an opportunity is used to provide a bespoke short training and information session on a particular and relevant topic.

These meetings are an important vehicle of communication between the authority and governing bodies and are generally well attended.

Target Audience: All NPT Chairs and Vice-chair of Governors

Course Provider: Education Senior Management Team

Date	Time	Location	Link to book your place
23/11/2026	6.00pm – 8.00pm	Online	SMT/Chairs - Autumn
09/03/2027	5.00pm - 7.00pm	Neath Civic Centre (Rooms A&B)/Hybrid	SMT/Chairs - Spring
15/06/2027	5.00pm – 7.00pm	Neath Civic Centre (Rooms A&B)/Hybrid	SMT/Chairs - Summer

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SCHOOL DEVELOPMENT PLAN (Repeat event)

From 1st September 2015 it became a legal requirement for all schools to have in place and publish a School Development Plan.

The School Development Plan is the school's strategic plan for improvement. It sets out the actions a school will take to improve learner outcomes. A School Development Plan will be informed by the regular self-evaluation a school undertakes of its own performance, and contextual data, and will contain the school's improvement priorities together with the short and longer-term targets.

Estyn inspectors will use the School Development Plan, school's self-evaluation report and other information to identify and formulate lines of enquiry during an inspection. This essential information will assist the inspection team to choose evidence to sample in order to verify the accuracy of the school's judgements.

This session will outline to governors what the main aspects of a School Development Plan are, what areas should be included, and the timescale involved.

Target Audience: All governors

Course Provider: Neath Port Talbot Education Support Officers

Date	Time	Location	Link to book your place
17/11/2026	6.00pm – 8.00pm	Online	SDP 1
05/05/2027	6.00pm – 8.00pm	Online	SDP 2

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EXCLUSIONS (Repeat event)

Permanent exclusion is the most serious punishment a school can issue to a pupil who does something that is against the schools behaviour policy. It means that the pupil is no longer allowed to attend the school and their name will be removed from the school roll.

This session will look at who can exclude, reasons for exclusion and alternatives to exclusion. It will also aim to explain the roles and responsibilities of the committee as well as giving governors an understanding of the exclusion process.

Target Audience: All governors particularly those that sit on Pupil Disciplinary Committees.

Course Provider: Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
11/11/2026	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Exclusions Autumn
16/03/2027	10.00am – 12.00pm	Online	Exclusions Spring
10/06/2027	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Exclusions Summer

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MANAGING SCHOOL COMPLAINTS (Repeat event)

All schools have a statutory duty to have a complaints procedure in place which must be published and available to parents, pupils, staff and governors. The vast majority of concerns and complaints are dealt with by schools immediately, satisfactorily, and through informal discussions by the class/subject teacher or a more senior member of staff of the school. However, there are occasions where complaints are escalated or are required to be dealt with in a more formal manner.

This session will look at the roles and responsibilities of both the headteacher and governing body when handling both 'informal' and 'formal' complaints from parents and other members of the community. The session will also look at effective practice in the various stages of the procedure to ensure that complaints are handled appropriately in order that they are resolved satisfactorily.

Target Audience: Chair of Governors and members of the Complaints Committee.

Course Provider: Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
02/11/2026	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Complaints Autumn
22/01/2027	10.00am – 12.00pm	Online	Complaints Spring
18/05/2027	5.00pm – 7.00pm	Neath Civic Centre (Room C)/Hybrid	Complaints Summer

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AN INTRODUCTION TO ONLINE SAFETY (Repeat event)

Online safety is an integral part of the DCF and Curriculum for Wales.

In addition to nationally procured resources, all schools within NPT have been advised to engage with the online safety self-assessment toolkit: 360 degree safe Cymru. This toolkit allows schools to benchmark current provision and identify strengths and areas for development.

Governors are responsible for the approval of schools' online safety policies and for reviewing effectiveness.

This session will provide governors with information to help understand roles and responsibilities, what questions to ask their schools and what good looks like.

Target Audience: All Governors.

Course Provider: Darren Long – Education Development Service

Date	Time	Location	Link to book your place
05/07/2027	6.00pm – 8.00pm	Online	Online Safety

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NEURODEVELOPMENT AND MYTH BUSTING

The aims of the session:

- To give an overview of the joint, grant funded, myth busting project with Neath Port Talbot and Swansea.
- To consider the processes involved in supporting children and young people in school who present with difficulties with the development of their social communication skills.
- To consider the process of referring children and young people to the Neurodevelopmental Disorder Team for assessment of ASD.
- To consider the ways in which children who receive a diagnosis of ASD are supported to help them to reach their potential.

Target Audience: All Governors.

Course Provider: Helen Osborne – Principal Educational Psychologist

Date	Time	Location	Link to book your place
07/12/2026	6.00pm – 8.00pm	Online	ND and Mythbusting

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SUPPORTING VULNERABLE LEARNERS: THE ROLE OF VLS

This session introduces the role and support offered by the Vulnerable Learners Service (VLS), a specialist team within the Child and Family Support service. Participants will gain an understanding of how VLS works with schools to support learners from the global majority, those who speak English as an additional language, Gypsy, Roma and Traveller communities, and Service Children.

The session outlines the challenges these learners may face and explains how VLS helps schools, governors and families to improve outcomes and maximise each learner's potential. It also explores the range of support available, including assessments, interpretation and translation, home-school liaison, in-school support, partnership working, and advocacy for families.

By the end of the session, participants will have a clear overview of how VLS can support their school community and how to access its services effectively.

Target Audience: All Governors.

Course Provider: Julie Stapleton – Manager, Vulnerable Learners Service / Helen Gibbon - Deputy VLS Manager & Gypsy Traveller Engagement Officer

Date	Time	Location	Link to book your place
13/01/2017	6.00pm – 7.30pm	Online	VLS 1
08/04/2027	10.00am – 12.00pm	Baglan Education & Training Centre	VLS 2

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PUPIL ATTENDANCE

This session will explain who the Education Welfare Service are and the role of the Education Welfare Officer (EWO). It will offer insights into the legal framework around attendance and what is good attendance.

Target Audience: All Governors.

Course Provider: Hayley Thomas – Education Welfare Service Manager

Date	Time	Location	Link to book your place
25/11/2026	6.00pm – 7.30pm	Online	Pupil Attendance

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CLERK TO GOVERNORS' REFRESHER TRAINING

AUTUMN TERM – 12th October 2026

The AGM and Terms of Reference

This session will discuss the AGM agenda items along with the reason for governing body committees and their Terms of Reference.

SPRING TERM – 3rd March 2027

“Frequently Asked Questions”

This session will cover a range of subjects that the governance team receive queries about that relate to the everyday business of the governing body.

SPRING TERM – 21st June 2027

Complaints

This session covers complaints training and the role of the Clerk throughout, specifically at Stage C.

Date	Time	Location	Link to book your place
12/10/2026	10.00am – 12.00pm	Online	AGM
03/03/2027	10.00am – 12.00pm	Online	FAQs
21/06/2027	10.00am – 12.00pm	Online	Complaints

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THE ROLE OF THE GOVERNING BODY AND EFFECTIVE RELATIONSHIPS

This session will serve as an update for all governors on the importance of having an effective relationship between governors and the headteacher, as well as looking at some of the key and legal responsibilities of the governing body.

The session will cover:

- Accountability – understanding the role and the parameters of responsibilities that come with the position; the legislative framework for school governance in Wales focusing on what should be expected from governors in meeting their legal requirements (including attendance at training sessions, both mandatory and those sessions that will aid governors in carrying out their statutory duties.)
- Relationships – the importance of having clear lines of communication between the school and all its stakeholders to effectively support the school in raising standards.
- Management v Strategic – separating the roles.
- Confidentiality/GDPR

Target Audience: All governors

Course Provider: Neath Port Talbot: Mrs. Kathryn Gilbert/Miss Catherine Jones, Principal Schools Governance Officers.

Date	Time	Location	Link to book your place
19/04/2027	5.00pm – 7.00pm	Neath Civic Centre (Room C)	Role of the GB

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A SHORT INTRODUCTION TO MATE CRIME AND ITS IMPACTS

This session is a short introduction to mate crime and its impacts. The session will introduce you to 'Mate Crime' - what it is, who it impacts, how it connects to Hate Crime and how we can all play a part to spot it and act.

Target Audience: All governors

Course Provider: Noah Nyle – Victim Support

Date	Time	Location	Link to book your place
19/01/2027	1.00pm – 2.00pm	Online	Mate Crime

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THE ADDITIONAL LEARNING NEEDS CODE - THE RESPONSIBILITIES OF SCHOOLS AND GOVERNING BODIES

The focus of this session will be on the responsibilities of schools and governing bodies in identifying ALN and ensuring a robust and effective ALP offer. This would include:

- consideration of roles
- accountability
- key expectations within current guidance.

Target Audience: All governors

Course Provider: Zoe Ashton - Co-ordinator, Support for Inclusion Early Years Inclusion & Partnerships, Helen Osborne – Principal Educational Psychologist

Date	Time	Location	Link to book your place
03/11/2026	6.00pm – 7.30pm	Online	ALN Code 1
22/02/2027	1.00pm – 2.30pm	Neath Civic Centre (Rooms A&B) / Hybrid	ALN Code 2

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DARPL (DIVERSITY AND ANTI RACISM PROFESSIONAL LEARNING) GOVERNORS WORKSHOPS

The Governors workshop will unpick anti-racism and explore actions that can be taken at a strategic senior level. This session is for Governors and looks at organisational culture, the impact of racism on the well-being and lives of Black, Asian and other Minority Ethnic people and at policies and procedures that may adversely affect those from non-White backgrounds. It's important that anti-racism is driven at a strategic level, to ensure that all educational settings affect positive change and improvement.

These workshops are national sessions so that your governors can converse with others across the country.

NOTE: please register your interest in attending by clicking on your desired date below. A sign-up link to book your place will then be sent out to you closer to the time.

Target audience: All governors

Course Provider: DARPL Trainers

Date	Time	Location	Link to book your place
20/10/2026	1.00pm – 2.30pm	Online	DARPL 1
19/01/2027	5.30pm – 7.00pm	Online	DARPL 2

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HEALTH AND SAFETY FOR GOVERNORS

This session will provide an introduction to the Health and Safety Team, including the officers, their areas of responsibility, and how to contact them. It will cover the legal responsibilities of employees, governors and headteachers in managing health and safety, highlighting the importance of compliance and its impact on finances and staff wellbeing.

The session will also explain how to use the Health and Safety intranet page, where key procedures, guidance and forms can be accessed. In addition, it will explore the Council's Health and Safety Arrangements, focusing on the areas most relevant to governors, such as risk assessments, display screen equipment, manual handling, stress management and equipment safety requirements. Finally, attendees will be provided with the team's contact details for ongoing support and advice.

Target audience: All governors

Course Provider: Health & Safety Officers, NPT

Date	Time	Location	Link to book your place
05/10/2026	6.00pm – 7.30pm	Online	H&S 1
14/04/2027	10.00am – 11.30am	Online	H&S 2

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