



AUTUMN TERM 2020

CPD PROGRAMME

DIOCESE OF WESTMINSTER-
THE EDUCATION SERVICE



IMPORTANT INFORMATION



Please note that all of our courses for the Autumn Term will be **delivered online using Zoom**.

A Zoom link will be sent to delegates after booking and prior to the start of the course.

For each delegate to receive the link their name and email address must be provided at the time of booking.

If you are booking a school ticket, then please do share the **names and email addresses of all delegates** at the time of booking.

Bookings will close for each event at 4pm the day before so please do book in advance.

This is an **interactive booklet** please click on the ticket you would like to book and it will link you to the relevant page of our booking site.



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PROMOTING WELL-BEING OF STAFF

TARGET AUDIENCE:

All staff



The **AIM** of this course is to provide information and tools to promote positive well-being of staff

CONTENT

- Explore practical ways in promoting the positive well-being of staff
- Signposting resources and support for promoting well-being

COURSE LEADER: Patrick Murphy

DATE: 1 September 2020

TIME: 9 - 10.15am



CLASSROOM RE RESOURCES

TARGET AUDIENCE:

All primary teachers of RE

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to provide information in relation to the various resources available to ensure a dynamic and creative RE curriculum

CONTENT

- Support delegates in fully exploring and identifying the resources available
- Identify additional materials/resources that could be used to support the delivery of the content of the taught RE curriculum as outlined in the various schemes of work
- Facilitate discussion on the delivery of the various activities outlined in each of the schemes of work

COURSE LEADER: Diana Roberts

DATE: 1st September 2020

TIME: 10.30am - 12pm



REINVIGORATING PRIMARY CLASSROOM RE

TARGET AUDIENCE:

All staff in the primary school

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to support staff in reinvigorating the teaching and learning of RE in the primary classroom

CONTENT

- Share expectations of the teaching and learning in RE in the primary classroom
- Offer theory and practical ideas to enhance memory, retrieval and learning in RE
- Share resources and ideas to help engage and challenge pupils in RE this term

COURSE LEADER: Elaine Arundell

DATE: 2nd September 2020

TIME: 9 - 10.30am



PROMOTING WELL-BEING OF CHILDREN AND YOUNG PEOPLE

TARGET AUDIENCE:

All staff

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to provide information and tools to promote positive well-being of children returning to school

CONTENT

- Identifying potential barriers to well-being during the Covid-19 lockdown
- Explore practical ways of promoting positive well-being of children returning to school
- Signposting useful resources and support in promoting wellbeing

COURSE LEADER: Patrick Murphy

DATE: 2nd September 2020

TIME: 11am - 12pm



RE-ENGAGING OUR CATHOLIC LIFE

TARGET AUDIENCE:

All staff in the primary school

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to provide schools with engaging ways in which to continue to promote the Catholic Life of the school in the current climate

CONTENT

- Provide practical ideas for practitioners to support various forms of collective worship in school
- Support schools in identifying various ways to show their commitment to supporting the Common Good during the COVID-19 lockdown, and beyond
- How to use your school website to best effect to support/promote the Catholic Life of your school community

COURSE LEADER: Tony Gorton

DATE: 2nd September 2020

TIME: 1pm - 2.30pm



NEW TO CATHOLIC EDUCATION (IN THREE PARTS)

TARGET AUDIENCE:

Those new to working and
leading Catholic schools

School
Ticket
£110

Single
Ticket
£50

The **AIM** of this course is to provide an opportunity for those new to Catholic schools to understand the distinctive nature of Catholic education

CONTENT

- Key Catholic principles and the philosophy and aims of Catholic education
- The diocesan context
- A practical session on helping pupils to engage in prayer and worship
- A practical session on teaching Religious Education

COURSE LEADER: Diocesan Team

DATE: 7th September 2020
8th September 2020
9th September 2020

TIME: 1.30 - 3.30pm



NEW AND DEVELOPING RECS (IN TWO PARTS)

TARGET AUDIENCE:

New and developing RECs
in primary schools as well
as members of the RE team

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to enable newly-appointed and developing RECs to become more confident leading RE in the primary school using current guidance, resources and expectations.

CONTENT

- Exploration of the role and responsibilities of an REC
- Required records, documentation and systems for the monitoring and evaluation of RE
- Support for the professional development of staff and how to resource the subject
- Prayer and liturgy in the Catholic school
- Preparation for diocesan inspection

COURSE LEADERS: Elaine Arundell and Patrick Murphy

DATE: 10th and 24th September 2020 **TIME:** 1pm - 3.15pm



NEW CHAIRS OF GOVERNORS

TARGET AUDIENCE:

New Chairs of Governors

Free Ticket

Please

Book

The **AIM** of this meeting is to help new Chairs of Governors in all aspects of their role and provide advice on good practice

CONTENT

- The key responsibilities for a Chair of Governors in a Catholic School
- Frequently asked questions
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 17th September 2020

TIME: 5pm - 6pm



PRIMARY NQT INDUCTION

TARGET AUDIENCE:

Primary NQTs



The **AIM** of this course is to provide our NQTs with an understanding of the distinctive nature of Catholic Education and provide practical support in terms of Classroom RE

CONTENT

- Review of what it means to teach in a Catholic school
- Opportunity to share good practice in relation to Classroom RE and Catholic Life
- Develop a personal 'action plan' in relation to the role of practitioner in a Catholic school

COURSE LEADER: Tony Gorton

DATE: 23rd September 2020

TIME: 9-10.30am



CHAIR OF GOVERNOR BRIEFING

TARGET AUDIENCE:

Chair of Governors (or Vice-Chairs)

Free Ticket
Please
Book

The **AIM** of this meeting is to provide up to date information on the latest advice and guidance from the Education Service

CONTENT

- Discussion of recent policy decisions and their potential impact upon Catholic schools
- Discussion of issues and concerns
- Frequently asked questions
- Sharing of good practice in relation to the governance of diocesan schools

COURSE LEADER: JP Morrison

DATE: 24th September 2020

TIME: 5pm - 6pm



HEADTEACHER INDUCTION (IN THREE PARTS)

TARGET AUDIENCE:
New Headteachers



The **AIM** of this course is to provide an opportunity to gain a greater knowledge and understanding of leading and managing a Catholic school

CONTENT

- An explanation of the role of the diocese and the Education Service
- Diocesan expectations and support
- Diocesan updates
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 30th September 2020
1st October 2020
2nd October 2020

TIME: 1.30 - 3.30pm



SPIRITUALITY IN THE CATHOLIC PRIMARY SCHOOL

TARGET AUDIENCE:

All staff in the Catholic primary school

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to share ways of developing the prayer and spirituality of staff and pupils which will have a positive impact on wellbeing and relationships.

CONTENT

- Share resources and ideas for improving wellbeing and relationships through prayer including: Christian Meditation, Examen, Imaginative Prayer and Lectio Divina
- Offer some practical ideas for Spirituality days or retreats including sessions linked to The Year of the Word
- Provide opportunities for delegates to share ideas on how to reconnect prayerfully as a Christian community

COURSE LEADER: Elaine Arundell

DATE: 30th September 2020

TIME: 3.30 - 5pm



STANDARDS IN PRIMARY CATHOLIC RE (IN FIVE PARTS)

TARGET AUDIENCE:

RECs



The **AIM** of this course is to provide training to RECs new to the Standards Framework on how to plan, teach and assess using the new standards framework.

CONTENT

- Demonstrating Knowledge and Understanding (AT1)
- Setting appropriate learning objectives and success criteria
- Planning activities for RE lessons
- Exploring Engagement and Response resources (AT2)
- Training and Support for Analysis and Evaluation (AT3)

Please note this is a summary of training delivered previously.

COURSE LEADER: Primary Team

DATE: 5th, 12, 19th October
2nd and 9th November 2020

TIME: 3.30 - 5pm



EXCLUSIONS

TARGET AUDIENCE:

Governors and Senior Leaders

Free Ticket

Please

Book

The **AIM** of this meeting is to provide knowledge and understanding of the law around exclusions

CONTENT

- Legal protocol regarding Exclusions
- Frequently asked questions
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 6th October 2020

TIME: 5pm - 6pm



THE LITURGICAL YEAR

TARGET AUDIENCE:

All staff in the primary school

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to improve understanding and resourcing of the different seasons and celebrations in the Liturgical Year

CONTENT

- Support teachers' understanding of the Liturgical Year and offer opportunities for prayer and reflection
- Suggest engaging activities for RE lessons and home learning during the Liturgical Year
- Provide ideas for cross curricular links and Acts of Worship during the Liturgical Year

COURSE LEADER: Elaine Arundell

DATE: 7th October 2020

TIME: 3.30 - 5pm



CHAPLAINCY DAY

TARGET AUDIENCE:

Secondary School Chaplain



The **AIM** of this course is to develop and support school chaplaincy across the diocese.

CONTENT

- Inform and develop chaplaincy provision
- Share good practice
- Network with other chaplains within the diocese

COURSE LEADERS: Trisha Hedley and Claire O'Neill

DATE: 9th October 2020

TIME: 9.30am -12.30pm



SECONDARY RE NQT DAY

TARGET AUDIENCE:

Secondary School
NQT teachers of RE



The **AIM** of this course is to ensure secondary RE NQTs are developed and supported across the diocese.

CONTENT

- Inform and develop secondary RE NQTs
- Share good practice
- Network with other secondary RE NQTs within the diocese

COURSE LEADERS: Trisha Hedley and Claire O'Neill

DATE: 13th October 2020

TIME: 1.30 - 4.30 pm



RSE GUIDANCE FOR GOVERNORS

TARGET AUDIENCE:

All governors but particularly those with responsibility for RSE in their school.

Free Ticket

**Please
Book**

The **AIM** of this course is to inform governors of how RSE is to be implemented in Catholic schools in Westminster.

CONTENT

- Explain the statutory requirements of RSE
- Explain the CES support documents for RSE
- Explore the role of governors in implementing RSE
- Explain the RSE training that has been given to schools by the Education Service

COURSE LEADERS: Trisha Hedley and Patrick Murphy

DATE: 14th October 2020

TIME: 4pm - 6pm



RSE POLICY AND PRACTICE: SUMMARY

TARGET AUDIENCE:

Senior Leader with responsibility for RSE in primary and secondary schools



The **AIM** of this course is to provide training to schools to help implement effective RSE in a Catholic context

CONTENT

- The importance of RSE in Catholic Schools in Westminster
- The statutory guidance in Catholic school context
- The support documents issued by the CES
- Exploring effective ways of teaching RSE.

Please note this is a summary of training delivered previously

COURSE LEADERS: Trisha Hedley and Patrick Murphy

DATE: 15th October 2020

TIME: 9am - 3.30pm



PRESENTING OFFICERS

TARGET AUDIENCE:

Governors

Free Ticket

Please

Book

The **AIM** of this meeting is to provide knowledge and understanding of the presenting processes

CONTENT

- Role of the Presenting Officer
- Frequently asked questions
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 20th October 2020

TIME: 5pm - 6pm



RELIGIOUS EDUCATION IN THE EYFS

TARGET AUDIENCE:

Early Years Teachers

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to develop class teachers' understanding of the Religious Education curriculum in EYFS as well as identify and share examples of best practice.

CONTENT

- Best practice in RE in the EYFS Assessment
- Recording and expectations
- Praying with young children
- Modelling and sharing of best practice preparation

COURSE LEADER: Diana Roberts

DATE: 21st October 2020

TIME: 3.30 - 5pm



ART IN RELIGIOUS EDUCATION

TARGET AUDIENCE:

All staff in the primary school

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to provide practical ideas and resources for engaging all pupils in RE lessons, recording their understanding through art and making links to other areas of the curriculum.

CONTENT

- Support teachers' understanding of biblical art and offer opportunities for prayer and reflection
- Suggest creative ways teachers may use art in RE lessons and home learning as well as ways to unite as a community
- Offer links and resources for use with pupils

COURSE LEADER: Elaine Arundell

DATE: 22nd October 2020

TIME: 3.30 - 5pm



CATHOLIC SOCIAL TEACHING AND THE COMMON GOOD

TARGET AUDIENCE:

REC/Catholic Life Leads

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to provide schools with tools to enable children to be actively engaged in social justice

CONTENT

- What is social justice?
- An introduction to the theology underpinning social justice
- A call to action – looking at Catholic Social Teaching
- Proactive and creative ways to engage children

COURSE LEADER: Patrick Murphy

DATE: 4th November 2020

TIME: 3.30 - 5pm



SCHOOL ADMISSIONS

TARGET AUDIENCE:

Governors

Free Ticket

Please

Book

The **AIM** of this meeting is to train governors on the latest protocol and guidance relating to School Admissions

CONTENT

- Inform and instruct Governors on all aspects of School Admissions
- Frequently asked questions
- Guidance on admission policy writing and publication

COURSE LEADER: JP Morrison

DATE: 5th November 2020

TIME: 5pm - 6pm



POETRY IN RELIGIOUS EDUCATION

TARGET AUDIENCE:

All staff in the primary school

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to provide practical ideas and resources for engaging all pupils in RE lessons, recording their understanding through poetry and making links to other areas of the curriculum

CONTENT

- Support teachers' understanding of poetry in the Bible and offer opportunities for prayer and reflection
- Suggest creative ways teachers may use poetry in RE lessons and home learning for Advent and other topics
- Provide opportunities for teachers to create their own religious poetry and which they can use in lessons

COURSE LEADER: Elaine Arundell

DATE: 12th November 2020

TIME: 3.30 - 5pm



INTRODUCTION TO GOVERNORSHIP (IN THREE PARTS)

TARGET AUDIENCE:

Newly appointed
Governors of all types

School
Ticket
£50

Single
Ticket
£20

The **AIM** of this course is to address the main issues that will be faced by a new (or nearly new) governor

CONTENT

- Governance in a Catholic context
- Understanding the language of governance
- Committees and school visits
- Legal duties and responsibilities
- Strategic v Operational issues

COURSE LEADER: Deb Long

DATE: 16th, 17th, 18th November 2020 **TIME:** 5pm - 7pm



HEAD OF RE DAY

TARGET AUDIENCE:

Secondary Heads of RE



The **AIM** of this course is to ensure Heads of RE are developed and supported across the diocese

CONTENT

- Inform and develop secondary Heads of RE
- Share good practice
- Network with other secondary Heads of RE within the diocese

COURSE LEADERS: Trisha Hedley and Claire O'Neill

DATE: 17th November 2020

TIME: 9.30 - 3.30pm



CONTINUING DEVELOPMENT FOR THE NQT+1

TARGET AUDIENCE:

Teachers in their second year
of teaching in a primary school



The **AIM** of this course is to provide those teachers entering their second year of teaching with the opportunity to reflect on their achievements and gain an insight into their 'next steps' as a practitioner in a Catholic school.

CONTENT

- Identify additional materials/resources that could be used to support the delivery of the content of the taught RE curriculum as outlined in the various schemes of work
- Opportunity to share good practice and reflect on various aspects of their own school practice

COURSE LEADER: Tony Gorton

DATE: 19th November 2020

TIME: 9am - 10.30am



CHAIR OF GOVERNOR BRIEFING

TARGET AUDIENCE:

Chair of Governors

Free Ticket

Please

Book

The **AIM** of this meeting is to provide an opportunity for discussion of current educational issues from a governance perspective

CONTENT

- Discussion of recent policy decisions and their potential impact upon Catholic schools
- Discussion of issues and concerns
- Sharing of good practice in relation to the governance of diocesan schools

COURSE LEADER: JP Morrison

DATE: 19th November 2020

TIME: 5pm - 6pm



PRIMARY MODERATION

TARGET AUDIENCE:

Primary REC



The **AIM** of this course is to facilitate diocesan moderation and lead appropriate discussion and sharing of best practice

CONTENT

- Provide opportunities for collaborative analysis of specific pieces of work with a view to identifying key areas of strength
- Support delegates in gap analysis of pieces of work to provide 'next steps/developmental' targets

COURSE LEADER: Primary Team

DATE: 23rd November 2020
30th November 2020
1st December 2020

TIME: 3pm - 5pm



DIOCESAN INSPECTION FOR GOVERNORS

TARGET AUDIENCE:

Chair, RE Link and all other
interested governors

Free Ticket

**Please
Book**

The **AIM** of this course is to gain a greater knowledge and understanding of the role of governors in relation to Classroom RE and the Catholic Life of the school

CONTENT

- Examining diocesan expectations
- The distinctive nature of Catholic education
- Diocesan expectations in relation to Classroom RE
- Diocesan expectations in relation to Catholic Life
- The diocesan inspection process

COURSE LEADER: Amanda Crowley

DATE: 24th November 2020

TIME: 5pm - 7pm



MUSIC IN RELIGIOUS EDUCATION

TARGET AUDIENCE:

All staff in the primary school

**School
Ticket
£50**

**Single
Ticket
£20**

The **AIM** of this course is to provide practical ideas and resources for engaging all pupils in RE lessons, recording their understanding through songs and making links to other areas of the curriculum

CONTENT

- Support teachers' understanding of songs in the Bible and offer opportunities for prayer and reflection
- Suggest creative ways teachers may use songs in RE lessons and home learning during Advent and other topics
- Provide opportunities for teachers to create their own resources which they can use in lessons

COURSE LEADER: Elaine Arundell

DATE: 25th November 2020

TIME: 3.30 - 5pm



REC SURGERY

TARGET AUDIENCE:

Primary RECs



The **AIM** of this course is to provide RECs with a termly forum to inform of new developments in Classroom RE and the Catholic Life of the school

CONTENT

- Information on recent developments and initiatives in RE and Catholic Life
- An opportunity to investigate the delivered content through discussion and various on-line activities

COURSE LEADER: Primary Team

DATE: 26th November 2020

TIME: 9am - 10am



STORYTELLING IN RE

TARGET AUDIENCE:

REC/Catholic Life Leads

School

Ticket

£50

Single

Ticket

£20

The **AIM** of this course is to provide training to schools on ways of using storytelling to enrich the teaching of RE

CONTENT

- Support teachers in using themed approaches to incorporate storytelling as a tool in the teaching of RE

COURSE LEADERS: Patrick Murphy

DATE: 2nd December 2020

TIME: 3.30 - 5pm



ADMISSION APPEALS

TARGET AUDIENCE:

Governors and Senior Leaders



The **AIM** of this meeting is to provide knowledge and understanding of the Admission Appeal processes

CONTENT

- Training on the protocols for Admission Appeals
- Frequently asked questions
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 2nd December 2020

TIME: 5pm - 6pm



COMPLAINTS PROCEDURES

TARGET AUDIENCE:

Governors and Senior Leaders

Free Ticket

Please

Book

The **AIM** of this meeting is to enable those dealing with complaints to do so in line with the law and diocesan protocol

CONTENT

- Knowledge and understanding of the Complaints Procedures
- Frequently asked questions
- Sharing of good practice

COURSE LEADER: JP Morrison

DATE: 8th December 2020

TIME: 5pm - 6pm



FOUNDATION STONES

Foundation Stones is a twelve hour introductory course to Catholicism, structured around the four main sections of the Catechism. Participants learn about the key Catholic beliefs and practices. It is simple and straightforward and is excellent CPD for non-Catholic teachers or those who are not confident teaching RE. The course is structured to allow participants to ask questions and discuss ideas so they can gain insights into the Catholic faith. This in turn aids the teaching of RE and understanding of the Catholic Life of each school.

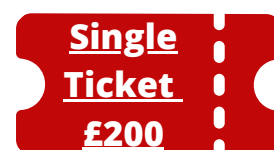
Starting in September 2020, there will be a number of new courses starting online, led by different members of the Education Service. The online structure enables schools across the diocese to access the course and it means a group of teachers can take part without needing to leave school.

Cost

The cost of Foundation Stones is £200 per staff member or £300 per school for two or more staff members. There needs to be a minimum of 3 schools or 10 individual participants for each course to be viable.

Upcoming Online Courses for Autumn Term

Monday 4-6pm: Claire O'Neill
(6 sessions)



Wednesday 2.30 - 3.45: Amanda Crowley
(12 sessions)



Thursday 4-6pm: Tony Gorton
(6 sessions)





CCRS

CCRS is a nationally accredited course in Catholic theology that supports and enhances the teaching of Religious Education in schools and parishes. It is valuable for all teachers and catechists and is recommended for any teacher applying for senior management positions in Catholic education within the diocese. We also offer this course for those who may simply wish to deepen their knowledge of their faith.

Content

The course consists of six core modules and two professional modules. The core modules explore the Scriptures (Old and New Testament), the person of Jesus Christ, the Church and its sacramental life and moral understanding. They are designed to build together into a basic understanding of Catholic theology. Its application within a school, parish or ministry setting is explored further through the two professional modules. All modules are taught by a variety of experienced tutors and the assessment for each module is via presentation or essay.

Cost

The cost of the course is £400 per person. This covers all eight modules and registration fee with the Board of Religious Studies. This is to be paid before commencing the course and is non-refundable. Your school or parish may be willing to help finance this course for you.

Contact CCRS Co-ordinator:

ccrs@rcdow.org.uk



Upcoming Courses and Modules

All modules will be taught online during the Autumn Term 2020

NEW online course starting September 2020!

This new CCRS course will be taught online, making it easier for teachers across the diocese to attend.

Online - Module 1 - Old Testament, Dr Ann Jeffers

- 24th September Thursday 4-6pm
- 1st October Thursday 4-6pm
- 8th October Thursday 4-6pm
- 15th October Thursday 4-6pm
- 22nd October Thursday 4-6pm

Sunbury (online) - Module 4 - The Church, John Stayne

- 17th September Thursday 4-6pm
- 24th September Thursday 4-6pm
- 1st October Thursday 4-6pm
- 8th October Thursday 4-6pm
- 15th October Thursday 4-6pm

Tower Hamlet (online) - Module 6 - Catholic Morality, Mark Davoren

- 21st September Monday 4-6pm
- 28th September Monday 4-6pm
- 5th October Monday 4-6pm
- 12th October Monday 4-6pm
- 19th October Monday 4-6pm

Vaughan House (online) - Module 6 - Catholic Morality, Nicola O'Callaghan

- Saturday 10th October 10 - 3.30pm
- Saturday 17th October 10 - 3.30pm

Contact CCRS Co-ordinator:
ccrs@rcdow.org.uk