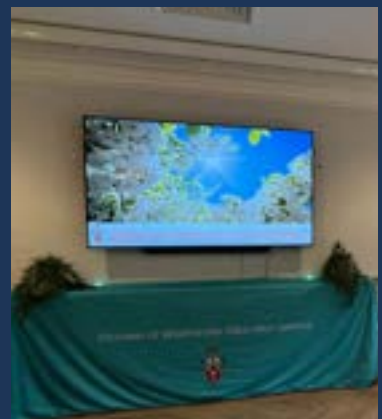




# SUMMER TERM CPD PROGRAMME 2024



[www.courses.rcdow.org.uk](http://www.courses.rcdow.org.uk)

# EDUCATION SERVICE COURSE DELIVERY

Please note that we continue to work on a blended model of delivery for our courses, both in person and online. Please look out for the location of each course. All online courses will be delivered using Zoom. This booklet is complete with all course booking links. To book your ticket or reserve a place please click on the link below each course.



We have three types of training which is colour coded as the following:

- **CROSS PHASE TRAINING**
- **GOVERNOR TRAINING**
- **PRIMARY TRAINING**
- **SECONDARY TRAINING**

Cross Phase training is for both Primary and Secondary combined. Please look out for the targeted audience within both the course description and side headings. Bookings will close for each event at 4pm, online courses close two days and in person courses 4 days prior to the day. Please do ensure you allow time to book in advance. Once closed, a Zoom link will be sent to delegates along with any pre-course information. If attending an in person course or event you will receive directions to the venue along with any pre course information you require.

For single tickets please include the email address of the person attending the course, so that they can receive the Zoom invitation. If you are booking a school ticket, then please share the name and email address of a nominated person to receive and share the link with other colleagues.

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## COURSE TESTIMONIALS

*"A brilliant session. Wish we had longer because it was such a rich session. Thank you!"*

*"A very good course that was led by a subject expert".*

*"I have come away with lots of lovely ideas to use in my class and to share with my colleagues."*

*"Really used to refresh myself on everything, particularly the available documents on CES and to reread Learning to love."*

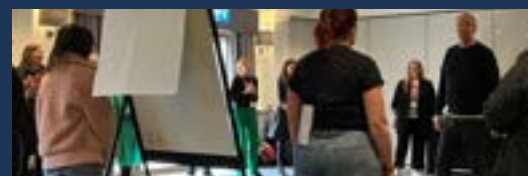
*"Following the training, I feel much more knowledgeable about the new inspection framework and what governors need to know."*

*"Really enjoyed the course, great subject knowledge and even better suggestions. Thank you"*



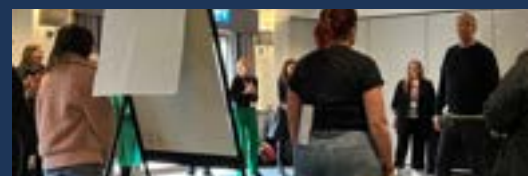
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# THURSDAY 25TH TO FRIDAY 26TH APRIL

## Diocesan Deputy Headteachers Residential Conference

**Conference Aim:** The aim of this conference is to explore major issues and challenges impacting upon the Catholic school and its distinctive nature. It also provides a much-needed opportunity for spiritual nourishment, reflection and prayer.

**Conference Content:**

- Keynote speakers.
- Sharing of good practice.
- Opportunities for networking.
- Time for reflection, prayer and worship.

**Target Audience:** Primary and Secondary Deputy Headteachers.

**Venue:** Voco Oxford Thames, Henley Road, Sandford-on-Thames, Oxford, OX4 4GX.

(Registration and check in will open at 9:00am on Thursday 25th April)

**Click here to book your place:**

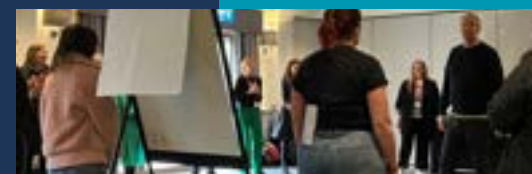
<https://courses.rcdow.org.uk/event/diocesan-deputy-headteachers-conference/>



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DEPUTY HEADTEACHERS  
CONFERENCE - OXFORD



## MONDAY 29TH APRIL

### RJED Session 4: What can RECs and Chaplains Do?

**Online Session:** 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to ensure RECs and Chaplains are informed about issues concerning RJED and know how to champion and support RJED within their schools.

**Course Content:**

- Relevant and useful RECs/Chaplains training from an RJED expert.
- Practical suggestions about how to monitor, support and develop RJED.
- An opportunity to ask questions to gain a great insight into the role of RECs/Chaplains in RJED.

**Target Audience:** RECs and Chaplains.

**Booking Link:** <https://courses.rcdow.org.uk/event/rjed-online-session-4-what-can-recs-and-chaplains-do/>

## THURSDAY 2ND MAY

### RSE Updates for Link Governors Course

**Online Session:** 6.00pm to 7.30pm

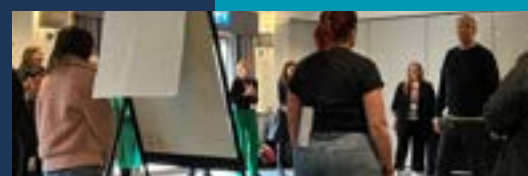
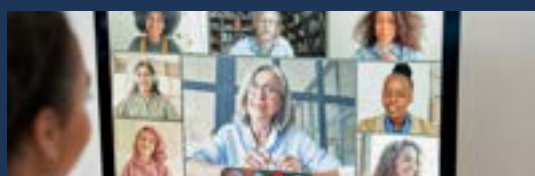
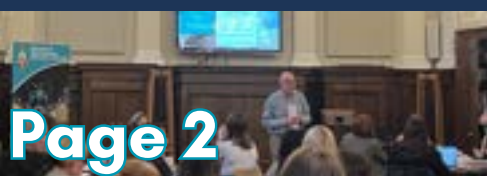
**Course Aim:** The aim of this course is to provide governors with key information to enable them to fulfil their responsibilities in relation to RSE.

**Course Content:**

- To explore key documentation relating to RSE within a Catholic school.
- To explore CSI and diocesan expectations in relation to RSE.
- To discuss emerging issues relating to RSE and available support and guidance.

**Target Audience:** Governors (Particularly those with responsibility for RSE).

**Click here to book your place:** <https://courses.rcdow.org.uk/event/2nd-may-governors-rse-updates-for-link-governors-online-course/>



## TUESDAY 7TH MAY

### Appointing Heads and Deputies

**Online Session:** 5.00pm to 7.00pm

**Course Aim:** The aim of this course is to help Governors understand the processes in advertising and appointing Senior Leadership roles.

**Content:**

- Requirements for leadership in a Catholic School.
- Shortlisting.
- Planning the interview.

**Target Audience:** Chairs of Governors and those on interview panels.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/7th-may-governors-appointing-head-and-deputys-online-course/>

## WEDNESDAY 8TH MAY

### Admissions Training

**Online Session:** 5.00pm to 7.00pm

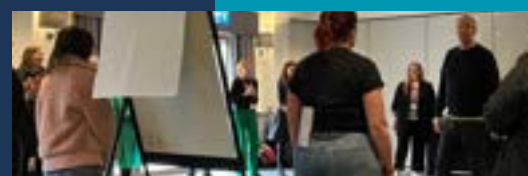
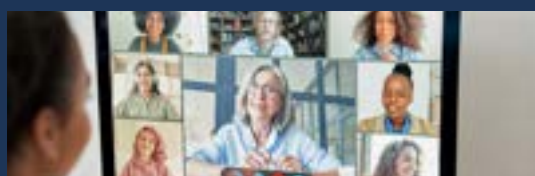
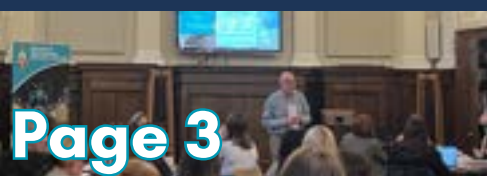
**Course Aim:** The aim of this course is to enable governors/schools/academies to act confidently in the context of the School Admissions Code and Diocesan Guidance on admissions and for governors to understand the new annual timescales for consultation and determination of admission policies.

**Course Content:**

- An update on recent legislation and guidance.
- Admission policies in the context of the School Admissions Code.
- The Diocese as religious authority and the Certificate of Catholic Practice.
- In-Year Admissions.
- The role of the Admissions Committee.

**Target Audience:** Governors.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/8th-may-governors-admission-online-training-course/>



## FRIDAY 10TH MAY

### Creating a Culture of Accompaniment in Primary

**Time:** 9.30am to 3.30pm

**Course Aim:** The aim of this course is to help schools to create a culture of accompaniment in relation to LGBT+.

**Course Content:**

- Theology, Accompaniment and Pastoral Guidance.
- Creating a Culture of Accompaniment.
- Tackling Homophobic Language / Bullying.
- Supporting Families.

**Target Audience:** Headteachers and other senior leaders.

**Location:** London Jesuit Centre, 114 Mount Street, London, W1K 3AH.

*Please note that this is a repeat run of the course from February 2023 for those who were unable to attend.*

Click here to book your place: <https://courses.rcdow.org.uk/event/creating-a-culture-of-accompaniment-in-primary-schools-monday-10th-may/>

## STARTING WEDNESDAY 15TH MAY

### Introduction to Governorship

**Over 3 Sessions:** 5.00pm to 7.00pm

**Course Aim:** The aim of this course is to address the main issues that will be faced by a new (or nearly new) governor. This course takes place over three sessions.

**Session 1: Wednesday 15th May**

**Session 2: Monday 20th May**

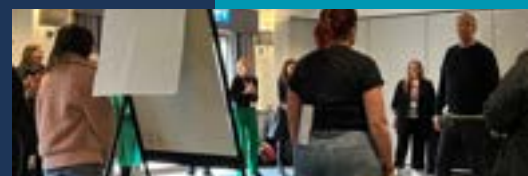
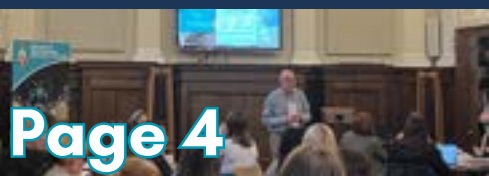
**Session 3: Wednesday 22nd May**

**Course Content:**

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

**Target Audience:** Newly appointed governors.

Click here to book your place: <https://courses.rcdow.org.uk/event/15th-20th-and-22nd-may-governors-introduction-to-governorship-online-course-3-sessions/>





## THURSDAY 16TH MAY

### Understanding the Theology Year 7 Across Branch 6

**Online Session:** 3.30pm to 5.00pm

**Course Aim:** The aim of this course is to ensure non-specialist RE teachers understand the theology in Year 7 in Branch 6.

**Course Content:**

- Engaging explanation of the theology in Year 7 across Branch 6.
- Opportunities to ask questions to develop understanding of the Catholic beliefs and practice's in Year 7 across Branch 6.
- Practical suggestions for teaching Year 7 across Branch 6.

**Target Audience:** Secondary non-specialist RE teachers.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/secondary-understanding-the-theology-year-7-across-branch-6/>

## MONDAY 20TH MAY

### Prayer and Liturgy Day Conference

**Time:** 9.30am to 3.30pm

**Conference Aim:** The aim of this conference is to provide schools with relevant and useful training in regards to Prayer and Liturgy and give participants the opportunity to share good practice and network.

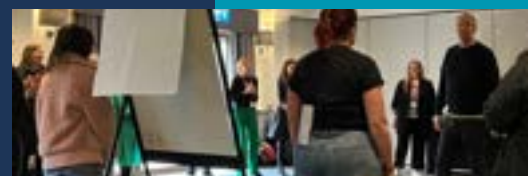
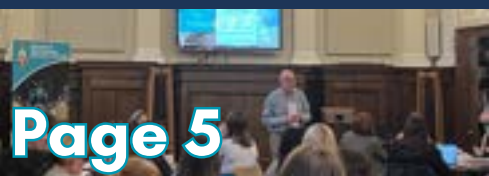
**Conference Content:**

- Relevant and useful training from experts that will help support Prayer and Liturgy within school community.
- Practical suggestions to develop Prayer and Liturgy.
- Opportunities to share good practice and network.

**Target Audience:** Headteachers, RECs, Primary and Liturgy Coordinator, Chaplains, Senior Teachers in Charge of Catholic Life and Mission.

**Location:** Cathedral Hall, Ambrosden Avenue, London, SW1P 1QJ.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/20th-may-cross-phase-prayer-and-liturgy-day-conference/>



## THURSDAY 23RD MAY

### Getting to know the new REC: Branch 5

Online Session: 9.30am to 12.30pm

**Course Aim:** The aim of this course is to get to know the new RED: Branch 5 (To the ends of the Earth) – Subject Knowledge for RECs.

**Course Content:**

- To support RECs to get to know the content of the new RED.
- To provide subject knowledge input for RECs on Branch 5 (To the ends of the Earth) of the RED.
- To empower RECs to support teachers in school.

**Target Audience:** RECs.

Click here to book your place: <https://courses.rcdow.org.uk/event/23rd-may-primary-getting-to-know-to-the-new-red-branch-5-online-course/>

## TUESDAY 4TH JUNE

### Primary – Preparation for CSI Inspection and CSED

Time: 9.30am to 3.30pm

**Course Aim:** The aim of this course is to ensure primary schools are informed and prepared for impending national inspection.

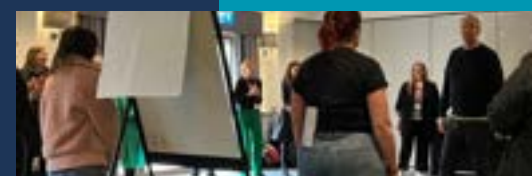
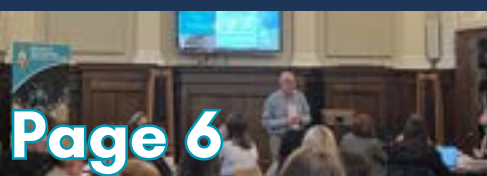
**Course Content:**

- CSI overview and updates.
- Preparing for inspection: structure and content of the two days.
- Purpose and structure of the CSED with supporting documents/collating evidence.
- Input from school which has recently been inspected.
- Time to work on CSED.

**Target Audience:** Senior Leaders and RECs; schools due inspection in the next academic year.

**Location:** London Jesuit Centre, 114 Mount Street, London, W1K 3AH.

Click here to book your place: <https://courses.rcdow.org.uk/event/4th-june-primary-preparation-for-csi-inspection-and-csed/>



## WEDNESDAY 5TH JUNE

### RJED Update and Sharing Forum – Embedding Policies, Procedures and Approaches

**Online Session:** 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to provide Diocese RJED updates and signpost to relevant resources and training and share good practice in regard's to the diocesan Headteachers RJED pledges focusing on 'Embedding Policies, Procedures and Approaches'.

**Course Content:**

- To provide Diocese RJED updates and signpost to relevant resources and training.
- An opportunity for advisors to address any question or concerns regarding RJED.
- Time to share good practice in regard's to 'Embedding Policies, Procedures and Approaches' and network with other RJED Coordinators.

**Target Audience:** RJED Coordinators.

Click here to book your place: <https://courses.rcdow.org.uk/event/5th-june-rjed-update-and-sharing-forum-embedding-policies-procedures-and-approaches/>

## THURSDAY 6TH JUNE

### CSI Inspection for Governors Course

**Online Session:** 5.00pm to 6.30pm

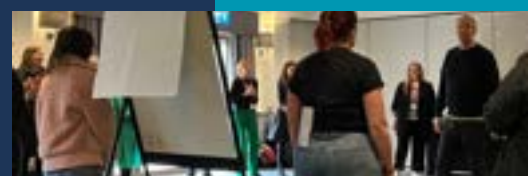
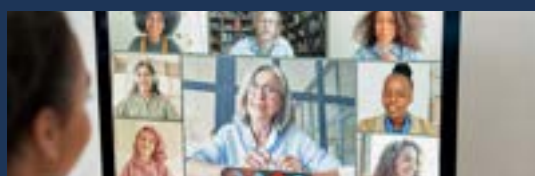
**Course Aim:** The aim of this course is to gain a greater knowledge and understanding of the Catholic Schools Inspection framework and the role of governors within the inspection process.

**Content:**

- An overview of the Catholic Schools Inspection Framework.
- Examining diocesan expectations in relation to Catholic life and mission and Religious Education.
- The role of a governor in the inspection process.

**Target Audience:** Chairs, RE Link and all other interested governors.

Click here to book your place: <https://courses.rcdow.org.uk/event/6th-june-governors-csi-inspection-for-governors-online-course/>



## FRIDAY 7TH JUNE

### Secondary Chaplaincy Retreat

**Time:** 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to provide chaplains with opportunities to reflect, pray and be spiritually nourished.

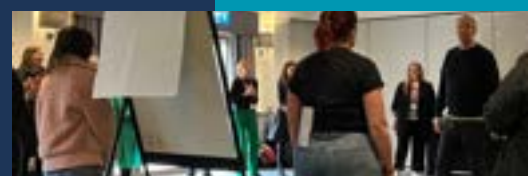
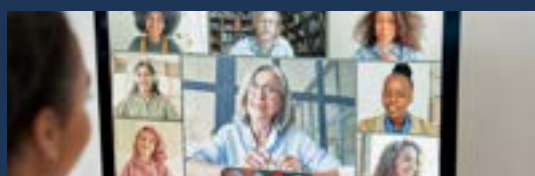
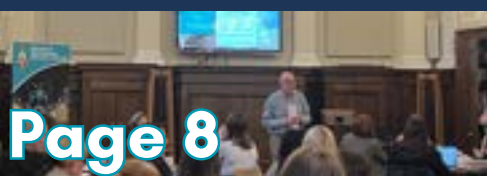
**Content:**

- Chaplains will receive a relevant and well planned retreat day from an experienced retreat leader. This will support them in nurturing their faith community.
- Time and space away from school to intentionally spend time with God.
- Encouragement and ideas about ways to support their own faith journey after the retreat.

**Target Audience:** Chaplains and Liturgy Coordinators.

**Location:** Waxwell House, 125 Waxwell Lane, Pinner, London, HA5 3EP.

**Booking Link:** <https://courses.rcdow.org.uk/event/7th-june-chaplaincy-retreat/>



# COMMENCING MONDAY 10TH JUNE

## New Chair of Governors Training Course

**Over two sessions:** 5.00pm to 7.00pm

**Course Aim:** The aim of this course is to provide new Chairs of Governors (and others) in Catholic schools with the knowledge and expertise to manage this important role with confidence.

Session 1: Monday 10th June

Session 2: Monday 20th May

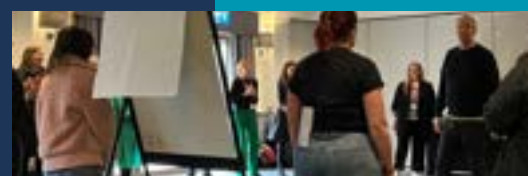
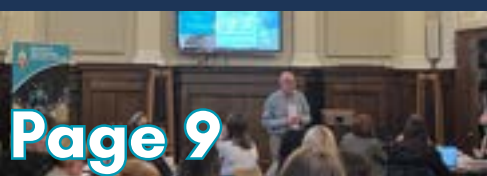
**Course Content:** A reminder of the three core functions and six key features of effective governance of a Catholic school.

**The key responsibilities of the Chair of Governors in a Catholic school including:**

- Ensuring effective functioning of the board and strategic focus.
- Setting expectations.
- Providing leadership & direction.
- Working as an effective team.
- Key relationships including Headteacher, Diocese, Local Authority and Trust.
- Knowing how to drive improvement in your board so that your board can drive improvement in your school.
- Being a chair of a Catholic school in challenging times.

**Target Audience:** Newly appointed / Inexperienced Chairs, Vice-Chairs, Co-Chairs, Committee Chairs and those who aspire to become Chairs.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/10th-12th-june-governorsnew-chair-of-governors-online-training-course/>



## TUESDAY 11TH JUNE

### RSE Day Conference

**Time:** 9.30am to 3.30pm

**Conference Aim:** The aim of this conference is to provide RSE leads with relevant and useful training, and practical ideas so they can excel in their roles and have an opportunity support one another and network.

**Conference Content:**

- To provide Diocesan updates, share expectations and outline support, documents and resources available.
- To provide relevant and useful training that will support RSE leads in leading RSE in a Catholic school context.
- To provide opportunities to share good practice and network.

**Target Audience:** RSE leads in primary and secondary schools.

**Venue:** Cathedral Hall, Ambrosden Avenue, London, SW1P 1QJ.

**Click here to book your place:**

<https://courses.rcdow.org.uk/event/cross-phase-rse-conference/>

## THURSDAY 13TH JUNE

### Primary Moderation Day

**Time:** 9.30am to 3.30pm

**Course Aim:** The aim of this course is to develop and deepen RECs subject knowledge for Branch 5 (To the ends of the Earth) to support implementation of the RED.

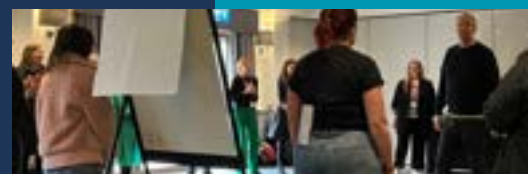
**Course Content:**

- To support RECs to get to know the content of the new RED.
- To provide subject knowledge input for RECs on Branch 5 (To the ends of the Earth) of the RED.
- To empower RECs to support teachers in school.

**Target Audience:** RECs.

**Location:** London Jesuit Centre, 114 Mount Street, London, W1K 3AH.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/13th-june-primary-diocesan-moderation-day/>



## MONDAY 17TH JUNE

### Secondary New Chaplains Induction

**Online Session:** 9.00am to 1.00pm

**Course Aim:** The aim of this course is to induct new chaplains regarding the national and Diocesan expectations for chaplaincy.

**Content:**

- Engaging explanation about the national and Diocese expectation for chaplaincy.
- Shared expertise from an establish and outstanding chaplain.
- Practical ideas about how to plan and effectively organise chaplaincy in the context of a secondary school.

**Target Audience:** New Chaplains and Liturgy Coordinators.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/17th-june-secondary-new-chaplains-induction/>

## TUESDAY 18TH JUNE

### Governors Using CES Policies and Procedures

**Online Session:** 6.00pm to 7.30pm

**Course Aim:** The aim of this course is to familiarise Governors with CES policies and procedures.

**Content:**

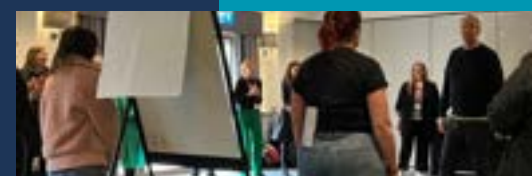
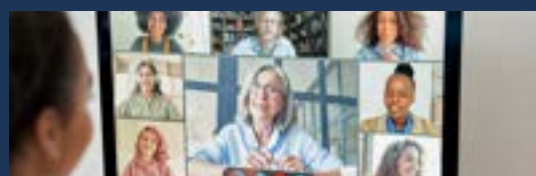
- To examine policies for grievances, sickness absence, capability and disciplinary.
- To help familiarise governors with the procedures and practical arrangements for these.
- To identify different scenarios to which these may apply.

**Target Audience:** All governors, but particularly chairs.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/tuesday-june-18-governors-using-ces-policies-and-procedures-online-course/>

SECONDARY TRAINING  
ONLINE COURSE

GOVERNOR TRAINING  
ONLINE COURSE



## WEDNESDAY 19TH JUNE

### Catholic Life and Mission Update and Sharing Forum

Online Session: 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to explain to those leading their school's Catholic Life and Mission diocesan and national updates and give them an opportunity to share good practice and network.

**Course Content:**

- Relevant and useful updates regarding Catholic Life and Mission.
- An opportunity for advisors to address any question or concerns regarding Catholic Life and Mission.
- Time to share good practice and network with other.

**Target Audience:** RECs, Primary and Liturgy Coordinator, Chaplains, Senior Teachers in Charge of Catholic Life and Mission.

Click here to book your place: <https://courses.rcdow.org.uk/event/19th-june-cross-phase-catholic-life-and-mission-update-and-sharing-online-forum/>

## THURSDAY 20TH JUNE

### Primary Moderation Day

Time: 9.30am to 3.30pm

**Course Aim:** The aim of this course is to develop and deepen RECs subject knowledge for Branch 5 (To the ends of the Earth) to support implementation of the RED.

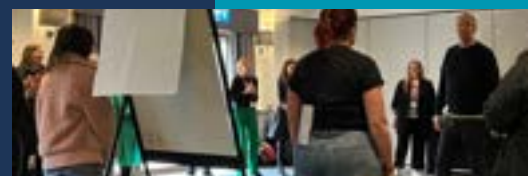
**Course Content:**

- To support RECs to get to know the content of the new RED.
- To provide subject knowledge input for RECs on Branch 5 (To the Ends of the Earth) of the RED.
- To empower RECs to support teachers in school.

**Target Audience:** RECs.

**Venue:** London Jesuit Centre, 114 Mount Street, London, W1K 3AH.

Click here to book your place: <https://courses.rcdow.org.uk/event/20th-june-primary-diocesan-moderation-day/>





## MONDAY 24TH JUNE

### RJED CPD Session 5: What can ECTs and Classroom Teachers Do?

**Online Session:** 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to ensure ECTs and classroom teachers are informed about issues concerning RJED and know how to champion and support RJED within their classrooms.

**Course Content:**

- Relevant and useful ECTs/classroom teachers training from an RJED expert.
- Practical suggestions about how to monitor, support and develop RJED.
- An opportunity to ask questions to gain a great insight into the role of ECTs/classroom teachers in RJED.

**Target Audience:** ECTs and Classroom Teachers

Click here to book your place: <https://courses.rcdow.org.uk/event/rjed-online-session-5-what-can-ects-and-classroom-teachers-do/>

## TUESDAY 25TH JUNE

### Primary EYFS Planning Workshop for the new RED

**Time:** 9.30am to 3.30pm

**Course Aim:** The aim of this course is to understand the content of the RED for EYFS and develop planning for Branches 1 to 6.

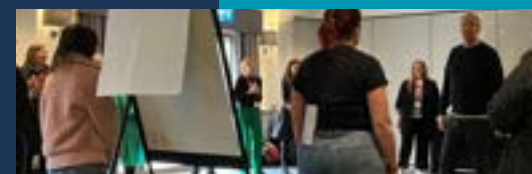
**Course Content:**

- Subject knowledge for Branches 1 to 6 and exploration of planning approaches.
- Sharing of resources and strategies.
- Practical planning time with colleagues for implementation in school.

**Target Audience:** RECs and EYFS teachers who did not attend some or any of the previous workshops.

**Location:** London Jesuit Centre, 114 Mount Street, London, W1K 3AH.

Click here to book your place: <https://courses.rcdow.org.uk/event/25th-june-primary-eyfs-workshop-for-new-red/>



## TUESDAY 25TH JUNE

### Safeguarding Course

**Online Session:** 6.00pm to 7.30pm

**Course Aim:** Schools have a statutory duty to safeguard and promote the welfare of all pupils. This course will cover essential information you need in order to understand your responsibilities.

**Course Content:**

- Latest updates on Keeping Children Safe in Education.
- Examples of monitoring for Safeguarding governors.
- Updates on Ofsted.

**Target Audience:** All governors, but especially those responsible for child protection and safeguarding.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/25th-june-governors-safeguarding-online-course/>

## THURSDAY 27TH JUNE

### Primary Moderation Day

**Time:** 9.30am to 3.30pm

**Course Aim:** The aim of this course is to develop and deepen RECs subject knowledge for Branch 5 (To the ends of the Earth) to support implementation of the RED.

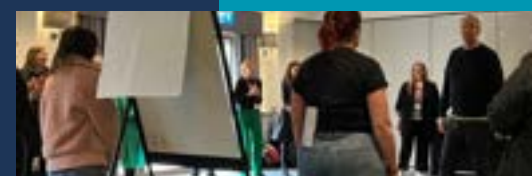
**Course Content:**

- To support RECs to get to know the content of the new RED.
- To provide subject knowledge input for RECs on Branch 5 (To the ends of the Earth) of the RED.
- To empower RECs to support teachers in school.

**Target Audience:** RECs.

**Venue:** Niland Conference Centre, Rosary Priory, 93 Elstree Road, Bushey Heath, Bushey, Herts, WD23 4EE.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/27th-june-primary-diocesan-moderation-day/>



# SECONDARY CONFERENCE

## THURSDAY 27TH TO FRIDAY 28TH JUNE

### Secondary Heads of RE Conference

Time: 3.45pm to 5.00pm

**Conference Aim:** The aim of this conference is to provide Heads of RE with relevant and useful training, spiritual nourishment and practical ideas to help them lead their RE Department.

**Conference Content:**

- Relevant and useful training from experts that will support Heads of RE in leading their RE Department.
- Practical suggestions to develop teaching and learning in RE.
- Opportunities to share good practice and network.

**Target Audience:** Heads of RE.

**Location:** High Leigh Conference Centre, Lord Street, Hoddesdon, Hertfordshire EN11 8SG.

Click here to book your place: <https://courses.rcdow.org.uk/event/27th-to-28th-june-secondary-heads-of-re-residential-conference/>



## TUESDAY 2ND JULY

### Secondary 2nd In Charge of RE Updates Sharing Forum

Online Session: 3.45pm to 5.00pm

**Course Aim:** The aim of this course is to explain to teachers who are 2nd in charge of RE diocesan and national updates and give them an opportunity to share good practice and network.

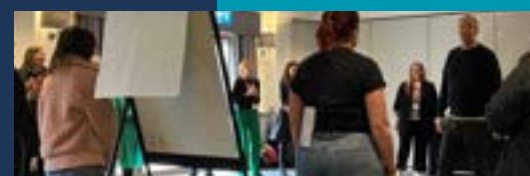
**Course Content:**

- Relevant and useful updates regarding RE.
- An opportunity for advisors to address any question or concerns regarding RE.
- Time to share good practice and network with other 2nd in charge of RE.

**Target Audience:** 2nd in Charge of RE.

Click here to book your place: <https://courses.rcdow.org.uk/event/2nd-july-secondary-2nd-in-charge-of-re-updates-and-sharing-online-forum/>

# SECONDARY TRAINING ONLINE COURSE



## **MONDAY 8TH JULY**

### **Heateachers' Retreat**

**Time:** 9.30am to 3.30pm

**Retreat Aims:** The aim of this retreat is to provide headteachers with opportunities to reflect, pray and be spiritually nourished.

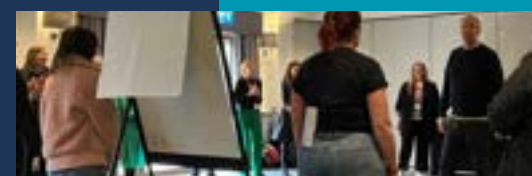
#### **Retreat Content:**

- **Headteachers will receive a relevant and well planned retreat day from an experienced retreat leader. This will support them in leading their faith community.**
- **Time and space away from school to intentionally spend time with God.**
- **Encouragement and ideas about ways to support their faith journey after the retreat.**

**Target Audience:** We welcome all headteachers to attend.

**Location:** Waxwell Farm, 125 Waxwell Lane, Pinner, London, HA5 3EP.

**Click here to book your place:** <https://courses.rcdow.org.uk/event/8th-july-headteachers-retreat/>



# COURSE LEADERS



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'Let us thank all those who teach in Catholic schools. Education is an act of love; it is like giving life.'

**Pope Francis**

