



setsa
south essex
teaching school
alliance

*Are you a Deputy
Head or Senior
teacher who may need
to rise to the
challenge of headship
in the near future?*



PROGRAMME

SESSION 1 - 18/01/2018 - 16:00 - 17:30

SESSION 2 - 25/01/2018 - 16:00 - 17:30

SESSION 3 - 01/02/2018 - 16:00 - 17:30

SESSION 4 - 08/02/2018 - 16:00 - 17:30

PRICE £100 PER SESSION

STEPPING UP TO HEADSHIP

Following the success of our 2016-17 course, SETSA is pleased to offer further training for deputy heads and senior teachers who are likely to find themselves in charge of a school at short notice for a substantial period of time. The sessions will be led by serving headteachers and experts in the field of HR and school finance and the areas to be covered will include:

- Managing the critical incident
- Communication with staff/parents/governors/children/media
- Accessing support and counselling
- Day to day matters: Ofsted readiness, premises, creating capacity, backfill, delegation
- Managing governors
- Managing children's safety
- Managing money & understanding the budget
- Finance, pay, capital projects
- Managing people, personnel and HR issues

VENUE The Tickfield Centre, Tickfield Avenue, Southend-on-Sea, Essex SS2 6LL

BOOK NOW via the Southend Learning Network: <http://www.southendlearningnetwork.co.uk/>

For more information: ts@whsg.info or 01702 476 026 <http://www.setsa.info/>