

# Professional Clerks' Development Programme

Previously licenced and funded by the Department for Education, this programme offers both new and experienced clerks an opportunity to develop their role so that they can contribute effectively to governance at their school or academy trust. New clerks will be able to develop their understanding of clerking and develop essential knowledge and skills, whilst experienced clerks will be able to enhance and develop their competencies and expertise.

The programme will consist of:

- ◆ Four modules, facilitated by an experienced, high quality facilitator
- ◆ 360° evaluation to establish your competencies and areas to develop
- ◆ Inter-session research and activities to put your learning into practice
- ◆ Reflection on your learning throughout the programme
- ◆ Peer support and sharing practice with other clerks on the programme

**Module 1** - Understanding Governance and the Role of the Clerk

**Module 2** - Administration, Advice and Guidance

**Module 3** - People and Relationships

**Module 4** - Panels & Evaluation of Programme Learning & Impact

All modules run from 9.30am to 1.00pm.

Lunch and refreshments are provided for face-to-face training.

For further information, or to book your place, please visit our online booking system or call Leicester Teaching School on 0116 2689727

[www.bookwhen.com/teachingschool](http://www.bookwhen.com/teachingschool)

[www.letslearn.org.uk](http://www.letslearn.org.uk)

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