Telford & Wrekin Co-operative Council

Protect, care and invest to create a better borough

Continuing professional development for schools

Course booklet 2026/27

Welcome

Who we are

We are a dedicated, experienced and highly qualified team of professionals, offering a range of support to schools - both across the curriculum and through all ages and phases, from the EYFS to Key Stage 5. Building on existing expertise in schools, we offer a comprehensive programme of continuing professional development (CPD) courses throughout the year to help teachers develop a culture of high quality teaching and learning in schools, and respond to the specific needs of schools to the local, regional and national agenda.

In addition to centrally run CPD courses, we also provide:

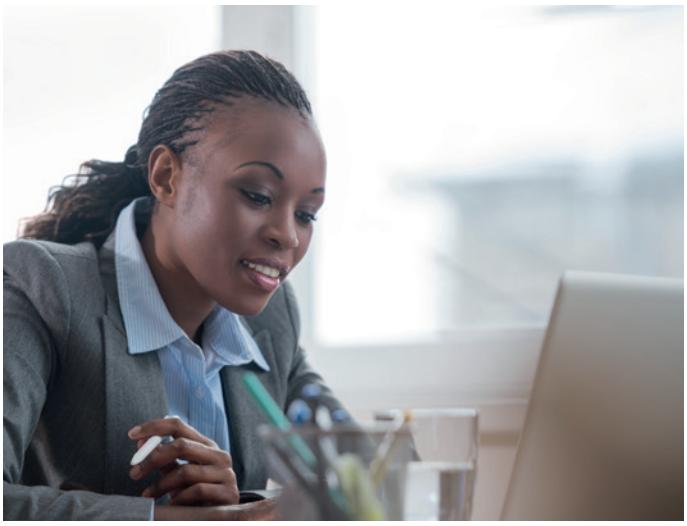
- Bespoke consultancy support and bespoke training
- A range of packages of support, which can be viewed on the Telford Education Services website.

How to use the course document

Our CPD courses are listed in the index, appearing under one or more category (ie Teaching and Learning, Leadership and Management) and are also listed in date order in our course calendar – all of which are hyperlinked to the relevant course page in the booklet. At the bottom of each page there is a hyperlink to return the reader to the index.

The booklet is regularly updated and can be found on the Telford Education Services website.

THINK - don't print!



Where we hold our training

The majority of training courses are held in centrally located hotels and purpose built training centres. The training rooms are modern, comfortable and practical spaces able to accommodate cabaret or theatre style seating, fully equipped with the latest technology and Wi-Fi. Refreshments are provided on arrival and during mid-session breaks, with lunch provided for full day courses, catering for all dietary requirements. Car parking facilities are usually available on site, easily accessible and mostly free of charge.

Where face to face training is not practical our courses are held virtually using Microsoft Teams.

Relevant courses

Highly trained staff

Central Telford hotel location

Refreshments included

“The key note presentation was mind blowing and very thought provoking”

Improving progress for all pupils in mathematics conference

CPD

Email booking form

Check confirmation

Get joining instructions

Attend

Course booking information

Once you have chosen the course you wish to attend please complete the CPD booking form and send via email to: cpdschoolimprovement@telford.gov.uk

After submitting a booking form you should expect to receive the following via email:

- By return, confirmation of booking/s received, including notification of any courses already oversubscribed and/or unavailable
- Joining instructions approximately ten days prior to the course

If you do not receive either of the above, you should contact us on 01952 382465

If for any reason you wish to cancel, all cancellations of course bookings must be made via email (please refer to the detailed terms and conditions overleaf).

Unless stated otherwise, all course bookings and confirmations for courses contained in this booklet are administered through:

Achievement & Enrichment
Telford & Wrekin Council
Darby House (6A), Lawn Central,
Telford TF3 4JA

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AST 005	School Attendance Surgery
AST 006	Red Book Training - guidance for referrals for attendance related legal interventions
AST 007	Preparing a Referral for a Robust Interview Under Caution (and completing a section 9 - witness statement)
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CPD 620	Virtual School Conference for Designated Teachers and Nominated Governors for Children in Care
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HR Course	Accredited Safer Recruitment Refresher Training
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EY 303	Bright Ideas and Inspiration - for your breakfast, holiday and out of school provision
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EY 350	EYFSP Support Sessions

For additional early years and childcare training opportunities, please see the Talking Childcare training schedule, which is updated each term
https://www.telford.gov.uk/info/20391/working_in_childcare/795/talking_training
To book a place on our Talking Training courses please email talkingchildcare@telford.gov.uk

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CPD 620	Virtual School Conference for Designated Teachers and Nominated Governors for Children in Care
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EY 009	Meeting the Statutory Safeguarding and Welfare Requirements of the EYFS
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CPD 620	Virtual School Conference for Designated Teachers and Nominated Governors for Children in Care
CPD 623	Kinship Care: The role of the school in supporting children & young people in line with the new statutory guidance
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Training with Pride	
Bespoke BSAT courses	
Health and Safety	
Severn Training and Schools Alliance	
Telford & Wrekin Safeguarding Partnership	
Health and Wellbeing	

CPD Booking Form (please complete and return to Cpdschoolimprovement@telford.gov.uk)

School:

Course Code	Course Title	Course Date/s	Full name of delegate	Delegate email address	Please tick if a governor	Course cost

Please use supplementary sheet/s for all additional bookings

Authorised by:

Signed (Headteacher)		Date	

Cancellation policy: *Please refer to the CPD Booklet for the full cancellation policy. In summary, all cancellations of course bookings must be made via email. Unfortunately, a phone call cannot be accepted as a means of cancellation. All bookings will remain on our system until written confirmation is received.*

*A charge of **35%** (*) will normally be incurred if a delegate place is cancelled within 5 working days of the course date, with the full course fee being charged for any delegate who does not arrive for a course for which a place has been booked and not cancelled. In exceptional circumstances, where a course is running again within the same academic year, we will do our best to move delegates across to the next course date; however, where notification of non-attendance is received on the day of a face-to-face course, a £20 flat fee will be charged to cover the cost of refreshments, the venue and administration; this will be in addition to the full course fee when the delegate next attends that particular course.*

For courses which are free of charge, any delegate failing to attend, and not cancelling their place in advance, will incur a £10 delegate fee (for online courses) to cover administration and a £20 delegate fee (for face-to-face courses) to cover refreshment and venue costs.

Whilst we will make every effort, we cannot guarantee to accommodate delegates on a course for which they have not booked a place.

In the event that a course has to be cancelled, we will endeavour to give 5 working days' notice of cancellation. Other than in the case of extreme adverse weather conditions, if a course is cancelled within 24 hours of the course start time, we will refund any supply costs incurred. Any claims must be made in writing and must be accompanied by full documentary evidence.

Personal Data: *Telford & Wrekin Council collects your personal data to enable you to be able to complete eLearning and face to face training to support your role under Article 6(1)(b) of the General Data Protection Regulations 2018 or equivalent United Kingdom legislation. Telford & Wrekin Council will not share any of your personal data with external organisations, unless required to do so by law, or to enable you to be invited to Virtual Training through Microsoft Teams. For further details on the council's privacy arrangements please view the privacy page on the council's website page.*

Supplementary sheet – *Please ensure this is accompanied by the CPD booking form*

School:

Course Code	Course Title	Course Date/s	Full name of delegate	Delegate email address	Please tick if a governor	Course cost

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Course Calendar

September 2026			
SG 108	Raising Awareness of Child Protection (Level 1)	Tuesday, September 01, 2026	9.30am to 11am
SG 108	Raising Awareness of Child Protection (Level 1)	Tuesday, September 01, 2026	1pm to 2.30pm
SG 108	Raising Awareness of Child Protection (Level 1)	Tuesday, September 01, 2026	3.30pm to 5pm
SG 204	*Keeping Children Safe in Education (KCSIE)* ***this date has been cancelled***	*Monday, September 07, 2026*	*9.30am to 10.30am*
SG 204	Keeping Children Safe in Education (KCSIE)	Monday, September 07, 2026	4pm to 5pm
SG 210	*Raising Awareness of Contextual Safeguarding (previously Child-on-Child Abuse)* ***this date has been cancelled***	*Wednesday, September 09, 2026*	*3.30pm to 5pm*
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, September 09, 2026	9am to 3.30pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, September 10, 2026	9am to 3.30pm
BSAT 212	*Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited*	*Friday, September 11, 2026*	*9am to 3.30pm*
AST 006	Red Book Training - Guidance for referrals for attendance related legal interventions	Wednesday, September 16, 2026	9am to 3pm
EPS 004	ELSA - part 1	Wednesday, September 16, 2026	9.15am to 4pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 1	Thursday, September 10, 2026	9am to 3.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 2	Thursday, September 17, 2026	9.15am to 4pm
OES 05	Emergency First Aid - part 1	Thursday, September 17, 2026	9.30am to 5pm
OES 05	Emergency First Aid - part 2	Friday, September 18, 2026	9.30am to 5pm
OES 01	Educational Visits Coordinator Training and Refresher	Friday, September 18, 2026	9.30am to 3.30pm
GO 508	*Understanding School Finance* ***this date has been cancelled***	*Tuesday, September 22, 2026*	*9.15am to 12noon*
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, September 23, 2026	9am to 3.30pm
EPS 004	ELSA - part 2	Wednesday, September 23, 2026	9am to 3pm
SG 101	Raising Awareness of Prevent	Wednesday, September 23, 2026	3.30pm to 5pm
HR Course	Accredited Safer Recruitment Training	Thursday, September 24, 2026	9am to 4.30pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, September 24, 2026	9am to 3.30pm
SIS 002	Hearing Inclusion - The Child with Hearing Loss in your Class	Friday, September 25, 2026	8.30am to 3.30pm

BSAT 402	*Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)* ***this date has been cancelled***	*Friday, September 25, 2026*	*9am to 3.30pm*
AST 007	*Preparing a referral for a robust Interview Under Caution (and completing a section 9 - witness statement)* ***this date has been cancelled***	*Tuesday, September 29, 2026*	*9.15am to 12.30pm*
EPS 004	ELSA - part 3	Wednesday, September 30, 2026	9am to 3pm
October 2026			
SG 107	Designated Safeguarding Leads Refresher	Thursday, October 01, 2026	9.15am to 4pm
AST 005	School Attendance Surgery	Friday, October 02, 2026	10am to 12noon
SIS 001	The Child with Vision Loss in Your Class	Tuesday, October 06, 2026	9am to 4.30pm
SG 103	*Safeguarding Induction Training for Governors* ***this date has been cancelled***	*Tuesday, October 06, 2026*	*9am to 12noon*
SG 210	Raising Awareness of Contextual Safeguarding (previously Child-on-Child Abuse)	Tuesday, October 06, 2026	3.30pm to 5pm
EPS 004	ELSA - part 4	Wednesday, October 07, 2026	9am to 3pm
OES 06	Visit Leader Training (Theory only)	Wednesday, October 07, 2026	2pm to 5pm
SG 103	*Safeguarding Induction Training for Governors* ***this date has been cancelled***	*Thursday, October 08, 2026*	*9.30am to 2pm*
CPD 721	Pupil Premium Network Meeting	Thursday, October 08, 2026	4pm to 5.30pm
EPS 005	ELSA Supervision Network Event	Tuesday, October 13, 2026	1pm to 3pm
EPS 004	ELSA - part 5	Wednesday, October 14, 2026	9am to 3pm
EY 001	An Introduction to the Early Years Foundation Stage	Wednesday, October 14, 2026	4pm to 5.30pm
OES 05	Emergency First Aid - part 1	Thursday, October 15, 2026	9.30am to 5pm
GO 502	Induction Training for New Governors	Thursday, October 15, 2026	9.30am to 3.30pm
EY 009	Meeting the Statutory Safeguarding and Welfare Requirements of the EYFS	Thursday, October 15, 2026	4pm to 5.30pm
EY 009	Meeting the Statutory Safeguarding and Welfare Requirements of the EYFS	Thursday, October 15, 2026	4pm to 5.30pm
OES 05	Emergency First Aid - part 2	Friday, October 16, 2026	9.30am to 5pm
CPD 623	Kinship Care: The role of the school in supporting children & young people in line with the new statutory guidance	Tuesday, October 20, 2026	4pm to 5.30pm
CPD 700	Telford Education Strategic Partnership Board Leadership Conference	Wednesday, October 21, 2026	TBC
EPS 004	ELSA - part 6	Wednesday, October 21, 2026	9am to 3pm

SG 110	*Webinar session: Ensuring the quality of safeguarding records* ***this date has been cancelled***	*Wednesday, October 21, 2026*	*3.30pm to 5pm*
AST 004	School Attendance Briefing Update	Wednesday, October 21, 2026	4pm to 5.30pm
HR Course	Accredited Safer Recruitment Refresher Training	Thursday, October 22, 2026	9am to 1pm
EY 350	*EYFSP Support Session 1: Formative Assessment* ***this date has been cancelled***	*Thursday, October 22, 2026*	*1.30pm to 3pm*
EY 350	EYFSP Support Session 1: Formative Assessment	Thursday, October 22, 2026	3.30pm to 5pm
SG 110	*Webinar session: Ensuring the quality of safeguarding records* ***this date has been cancelled***	*Thursday, October 22, 2026*	*3.30pm to 5pm*
OES 02	Educational Visits Coordinator Termly Updates	Thursday, October 22, 2026	1pm to 3pm
November 2026			
SG 108	Raising Awareness of Child Protection (Level 1)	Monday, November 02, 2026	9.30am to 11am
SG 101	*Raising Awareness of Prevent* ***this date has been cancelled***	*Monday, November 02, 2026*	*9.30am to 11am*
SG 108	*Raising Awareness of Child Protection (Level 1)*	*Monday, November 02, 2026*	*1pm to 2.30pm*
SG 108	Raising Awareness of Child Protection (Level 1)	Monday, November 02, 2026	3.30pm to 5pm
GO 603	*The Importance of the Early Years Foundation Stage in Schools* ***this date has been cancelled***	*Monday, November 02, 2026*	*5.30pm to 7pm*
CPD 502	*Assessment Update* ***this date has been cancelled***	*Tuesday, November 03, 2026*	*9.15am to 10.45am*
SG 106	Designated Safeguarding Leads' and Safeguarding Governors' Termly Update	Wednesday, November 04, 2026	4pm to 5.30pm
SG 209	Raising Awareness of Online Safety	Tuesday, November 10, 2026	3.30pm to 5pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, November 11, 2026	9am to 3.30pm
SG 107	Designated Safeguarding Leads Refresher	Wednesday, November 11, 2026	9.15am to 4pm
GO 503	*Designated Teachers & Governors for Children in Care Network (compulsory school age)* ***this date has been cancelled***	*Wednesday, November 11, 2026*	*3.45pm to 5.15pm*
SG 107	*Designated Safeguarding Leads Refresher* ***this date has been cancelled***	*Thursday, November 12, 2026*	*9.15am to 4pm*
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, November 12, 2026	9am to 3.30pm
BSAT 212	Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited	Friday, November 13, 2026	9am to 3.30pm
SG 101	Raising Awareness of Prevent	Tuesday, November 17, 2026	3.30pm to 5pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, November 18, 2026	9am to 3.30pm

SG 102	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Wednesday, November 18, 2026	9.15am to 4pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, November 19, 2026	9am to 3.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 2	Thursday, November 19, 2026	9.15am to 4pm
EY 303	Bright Ideas and Inspiration - for your breakfast, holiday and out of school provision	Thursday, November 19, 2026	9.30am to 12.15pm
BSAT 402	Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)	Friday, November 20, 2026	9am to 3.30pm
EY 015	Annual Early Years Conference	Friday, November 20, 2026	10am to 4pm
SG 212	Prevent Leads Termly Network	Monday, November 23, 2026	2pm to 3pm
SG 212	*Prevent Leads Termly Network* ***this date has been cancelled***	*Tuesday, November 24, 2026*	*2pm to 3pm*
EPS 005	ELSA Supervision Network Event	Tuesday, November 24, 2026	1pm to 3pm
EY 007	Telford & Wrekin LA Early Years Coordinators – Termly Update	Wednesday, November 25, 2026	4pm to 5.30pm
SG 211	*Schools' Role in the Safeguarding Legal Process* ***this date has been cancelled***	*Thursday, November 26, 2026*	*9.30am to 12noon*
GO 503	Designated Teachers & Governors for Children in Care Network (compulsory school age)	Thursday, November 26, 2026	3.30pm to 5pm
AST 005	School Attendance Surgery	Friday, November 27, 2026	10am to 12noon
December 2026			
SG 203	Child Protection Supervision	Wednesday, December 02, 2026	9am to 12noon
CPD 502	Assessment Update	Wednesday, December 02, 2026	9.15am to 10.45am
OES 05	Emergency First Aid - part 1	Thursday, December 03, 2026	9.30am to 5pm
SG 110	Webinar session: Ensuring the quality of safeguarding records	Thursday, December 03, 2026	3.30pm to 5pm
SG 104	Governors' Responsibilities for Exclusions	Thursday, December 03, 2026	5pm to 7pm
OES 05	Emergency First Aid - part 2	Friday, December 04, 2026	9.30am to 5pm
January 2027			
SG 108	Raising Awareness of Child Protection (Level 1)	Monday, January 04, 2027	9.30am to 11am
SG 101	Raising Awareness of Prevent	Monday, January 04, 2027	9.30am to 11am
SG 108	Raising Awareness of Child Protection (Level 1)	Monday, January 04, 2027	1pm to 2.30pm
SG 108	Raising Awareness of Child Protection (Level 1)	Monday, January 04, 2027	3.30pm to 5pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, January 06, 2027	9am to 3.30pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, January 07, 2027	9am to 3.30pm

BSAT 212	Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited	Friday, January 08, 2027	9am to 3.30pm
SG 101	*Raising Awareness of Prevent* ***this date has been cancelled***	*Tuesday, January 12, 2027*	*3.30pm to 5pm*
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, January 13, 2027	9am to 3.30pm
SG 101	*Raising Awareness of Prevent*	Wednesday, January 13, 2027	*3.30pm to 5pm*
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, January 14, 2027	9am to 3.30pm
OES 05	Emergency First Aid - part 1	Thursday, January 14, 2027	9.30am to 5pm
OES 05	Emergency First Aid - part 2	Friday, January 15, 2027	9.30am to 5pm
EPS 005	ELSA Supervision Network Event	Tuesday, January 19, 2027	1pm to 3pm
SG 107	Designated Safeguarding Leads Refresher	Thursday, January 21, 2027	9.15am to 4pm
GO 504	Taking the Chair - part 1	Thursday, January 21, 2027	4.30pm to 6.30pm
OES 01	Educational Visits Coordinator Training and Refresher	Friday, January 22, 2027	9.30am to 3.30pm
BSAT 402	Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)	Friday, January 22, 2027	9am to 3.30pm
AST 005	School Attendance Surgery	Friday, January 22, 2027	10am to 12noon
OES 02	Educational Visits Coordinator Termly Updates	Tuesday, January 26, 2027	1pm to 3pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 1	Wednesday, January 27, 2027	9.15am to 4pm
EY 349	Support and Supervision in the EYFS	Wednesday, January 27, 2027	4pm to 5.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 2	Thursday, January 28, 2027	9.15am to 4pm
CPD 721	Pupil Premium Network Meeting	Thursday, January 28, 2027	4pm to 5.30pm
February 2027			
SG 213	*Annual Safeguarding in Education Conference* ***this date has been cancelled***	*Tuesday, February 02, 2027*	*TBC - all day*
OES 06	Visit Leader Training (Theory only)	Wednesday, February 03, 2027	2pm to 5pm
SG 213	Annual Safeguarding in Education Conference	Thursday, February 04, 2027	TBC - all day
GO 504	Taking the Chair - part 2	Thursday, February 04, 2027	4.30pm to 6.30pm
CPD 504	Preparing for Statutory Assessment at the End of KS2	Friday, February 05, 2027	9am to 12.30pm
GO 603	The Importance of the Early Years Foundation Stage in Schools	Wednesday, February 10, 2027	5.30pm to 7pm
SG 108	Raising Awareness of Child Protection (Level 1)	Thursday, February 11, 2027	9.30am to 11am
SG 110	Webinar session: Ensuring the quality of safeguarding records	Thursday, February 11, 2027	3.30pm to 5pm

EY 009	Meeting the Statutory Safeguarding and Welfare Requirements of the EYFS	Thursday, February 11, 2027	4pm to 5.30pm
SG 101	Raising Awareness of Prevent	Tuesday, February 23, 2027	3.30pm to 5pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, February 24, 2027	9am to 3.30pm
SG 106	Designated Safeguarding Leads' and Safeguarding Governors' Termly Update	Wednesday, February 24, 2027	4pm to 5.30pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, February 25, 2027	9am to 3.30pm
SG 211	Schools' Role in the Safeguarding Legal Process	Thursday, February 25, 2027	1pm to 3.30pm
EY 350	EYFSP Support session 2: Summative	Thursday, February 25, 2027	1.30pm to 3pm
EY 350	EYFSP Support session 2: Summative	Thursday, February 25, 2027	3.30pm to 5pm
BSAT 212	Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited	Friday, February 26, 2027	9am to 3.30pm
March 2027			
SG 212	Prevent Leads Termly Network	Tuesday, March 02, 2027	2pm to 3pm
CPD 623	Kinship Care: The role of the school in supporting children & young people in line with the new statutory guidance	Tuesday, March 02, 2027	4pm to 5.30pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, March 03, 2027	9am to 3.30pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, March 04, 2027	9am to 3.30pm
SG 107	Designated Safeguarding Leads Refresher	Thursday, March 04, 2027	9.15am to 4pm
OES 05	Emergency First Aid - Part 1	Thursday, March 04, 2027	9.30am to 5pm
GO 502	Induction Training for New Governors	Thursday, March 04, 2027	9.30am to 3.30pm
GO 504	Taking the Chair - part 3	Thursday, March 04, 2027	4.30pm to 6.30pm
BSAT 402	Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)	Friday, March 05, 2027	9am to 3.30pm
OES 05	Emergency First Aid - part 2	Friday, March 05, 2027	9.30am to 5pm
EPS 005	ELSA Supervision Network Event	Tuesday, March 09, 2027	1pm to 3pm
GO 503	Designated Teachers & Governors for Children in Care Network (compulsory school age)	Tuesday, March 09, 2027	3.45pm to 5.15pm
AST 004	*School Attendance Briefing Update* ***this date has been cancelled***	*Wednesday, March 10, 2027*	*4pm to 5.30pm*
EY 007	Telford & Wrekin LA Early Years Coordinators – Termly Update	Wednesday, March 10, 2027	4pm to 5.30pm
HR Course	Accredited Safer Recruitment Training	Thursday, March 11, 2027	9am to 4.30pm

EY 001	*An Introduction to the Early Years Foundation Stage* ***this date has been cancelled***	*Thursday, March 11, 2027*	*4pm to 5.30pm*
SG 103	Safeguarding Induction Training for Governors - part 1	Thursday, March 11, 2027	5.30pm to 7.30pm
SG 209	Raising Awareness of Online Safety	Tuesday, March 16, 2027	3.30pm to 5pm
AST 004	School Attendance Briefing Update	Wednesday, March 17, 2027	4pm to 5.30pm
GO 504	Taking the Chair - part 4	Thursday, March 18, 2027	4.30pm to 6.30pm
SG 103	Safeguarding Induction Training for Governors - part 2	Thursday, March 11, 2027	5.30pm to 7.30pm
AST 005	School Attendance Surgery	Friday, March 19, 2027	10am to 12noon
GO 508	Understanding School Finance	Tuesday, March 23, 2027	9.15am to 12noon
SG 108	Raising Awareness of Child Protection (Level 1)	Tuesday, March 23, 2027	3.30pm to 5pm
April 2027			
SG 101	Raising Awareness of Prevent	Monday, April 12, 2027	9.30am to 11am
CPD 609	Online Safety - A Safeguarding Responsibility	Tuesday, April 13, 2027	3.30pm to 5pm
SG 101	Raising Awareness of Prevent	Tuesday, April 20, 2027	3.30pm to 5pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 1	Wednesday, April 21, 2027	9.15am to 4pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, April 21, 2027	9am to 3.30pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, April 22, 2027	9am to 3.30pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 2	Thursday, April 22, 2027	9.15am to 4pm
BSAT 212	Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited	Friday, April 23, 2027	9am to 3.30pm
EPS 005	ELSA Supervision Network Event	Tuesday, April 27, 2027	1pm to 3pm
AST 006	Red Book Training - Guidance for referrals for attendance related legal interventions	Wednesday, April 28, 2027	8.45am to 3.45pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, April 28, 2027	9am to 3.30pm
SG 108	Raising Awareness of Child Protection (Level 1)	Wednesday, April 28, 2027	3.30pm to 5pm
EY 349	Support and Supervision in the EYFS	Wednesday, April 28, 2027	4pm to 5.30pm
HR Course	Accredited Safer Recruitment Refresher Training	Thursday, April 29, 2027	9am to 1pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, April 29, 2027	9am to 3.30pm
BSAT 402	Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)	Friday, April 30, 2027	9am to 3.30pm

May 2027			
OES 06	Visit Leader Training (Theory only)	Wednesday, May 05, 2027	2pm to 5pm
SG 107	Designated Safeguarding Leads Refresher	Thursday, May 06, 2027	9.15am to 4pm
OES 05	Emergency First Aid - part 1	Thursday, May 06, 2027	9.30am to 5pm
OES 05	Emergency First Aid - part 2	Friday, May 07, 2027	9.30am to 5pm
AST 005	School Attendance Surgery	Friday, May 07, 2027	10am to 12noon
SG 108	*Raising Awareness of Child Protection (Level 1)* ***this date has been cancelled***	*Thursday, May 13, 2027*	*9.30am to 11am*
EY 350	EYFSP Support session 3: Professional	Thursday, May 13, 2027	1.30pm to 3pm
EY 350	EYFSP Support session 3: Professional	Thursday, May 13, 2027	3.30pm to 5pm
AST 007	Preparing a referral for a robust Interview Under Caution (and completing a section 9 - witness statement)	Friday, May 14, 2027	9.15am to 12.30pm
SG 210	Raising Awareness of Contextual Safeguarding (previously Child-on-Child Abuse)	Tuesday, May 18, 2027	3.30pm to 5pm
OES 02	Educational Visits Coordinator Termly Updates	Wednesday, May 19, 2027	1pm to 3pm
GO 603	The Importance of the Early Years Foundation Stage in Schools	Wednesday, May 19, 2027	5.30pm to 7pm
EY 104	Best practice in your breakfast, after-school and holiday provision	Thursday, May 20, 2027	9.30am to 12.15pm
SG 110	Webinar session: Ensuring the quality of safeguarding records	Monday, May 24, 2027	3.30pm to 5pm
June 2027			
SG 101	Raising Awareness of Prevent	Monday, June 07, 2027	9.30am to 11am
SG 209	Raising Awareness of Online Safety	Tuesday, June 08, 2027	3.30pm to 5pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 1 - CPI accredited	Wednesday, June 09, 2027	9am to 3.30pm
SG 106	Designated Safeguarding Leads' and Safeguarding Governors' Termly Update	Wednesday, June 09, 2027	4pm to 5.30pm
HR Course	Accredited Safer Recruitment Training	Thursday, June 10, 2027	9am to 4.30pm
BSAT 201	Safety Intervention Training (formerly MAPA training) - part 2 - CPI accredited	Thursday, June 10, 2027	9am to 3.30pm
OES 05	Emergency First Aid - part 1	Thursday, June 10, 2027	9.30am to 5pm
BSAT 212	Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited	Friday, June 11, 2027	9am to 3.30pm
OES 05	Emergency First Aid - part 2	Friday, June 11, 2027	9.30am to 5pm
BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 1	Wednesday, June 16, 2027	9am to 3.30pm

BSAT 401	Respectful Restrictive Engagement Training (Accredited by Training with PRIDE) - part 2	Thursday, June 17, 2027	9am to 3.30pm
BSAT 402	Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)	Friday, June 18, 2027	9am to 3.30pm
CPD 620	Virtual School Conference for Designated Teachers and Nominated Governors for Children in Care	Friday, June 18, 2027	8.30am to 4pm
SG 212	Prevent Leads Termly Network	Tuesday, June 15, 2027	2pm to 3pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 1	Wednesday, June 16, 2027	9.15am to 4pm
SG 102	Newly Appointed Designated Safeguarding Leads' Training (Level 3) (two full days) - part 2	Thursday, June 17, 2027	9.15am to 4pm
CPD 721	Pupil Premium Network Meeting	Thursday, June 17, 2027	4pm to 5.30pm
SG 104	Governors' Responsibilities for Exclusions	Thursday, June 17, 2027	5pm to 7pm
OES 01	Educational Visits Coordinator Training and Refresher	Friday, June 18, 2027	9.30am to 3.30pm
SG 101	Raising Awareness of Prevent	Tuesday, June 22, 2027	3.30pm to 5pm
AST 004	School Attendance Briefing Update	Wednesday, June 23, 2027	4pm to 5.30pm
EY 007	Telford & Wrekin LA Early Years Coordinators – Termly Update	Wednesday, June 23, 2027	4pm to 5.30pm
EY 303	Bright Ideas and Inspiration - for your breakfast, holiday and out of school provision	Thursday, June 24, 2027	9.30am to 12.15pm
GO 502	Induction Training for New Governors	Thursday, June 24, 2027	9.30am to 3.30pm
SG 108	Raising Awareness of Child Protection (Level 1)	Thursday, June 24, 2027	3.30pm to 5pm
EPS 005	ELSA Supervision Network Event	Tuesday, June 29, 2026	1pm to 3pm
CPD 623	Kinship Care: The role of the school in supporting children & young people in line with the new statutory guidance	Tuesday, June 29, 2027	4pm to 5.30pm
July 2027			
SG 107	Designated Safeguarding Leads Refresher	Thursday, July 01, 2027	9.15am to 4pm
AST 005	School Attendance Surgery	Friday, July 02, 2027	10am to 12noon
SG 210	Raising Awareness of Contextual Safeguarding (previously Child-on-Child Abuse)	Tuesday, July 06, 2027	3.30pm to 5pm

Course code AST 004

School Attendance Briefing Termly Updates

Wednesday, October 21, 2026
Wednesday, March 10, 2027 ***this date has been cancelled***
Wednesday, March 17, 2027
Wednesday, June 23, 2027

4pm to 5.30pm
Online via Microsoft Teams

Course Tutors: Attendance Support Team
Target Audience: Headteachers, education welfare officers, senior leaders with school attendance responsibility (cross phase)

Course Content

An opportunity to join a termly briefing related to school attendance.

Key Outcomes

The overall aim is to improve school attendance, reduce persistent absence and share good practice.

Cost per delegate	
T&W LA schools & academies	£0.00

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code AST 005

School Attendance Surgery

Friday, October 02, 2026
Friday, November 27, 2026
Friday, January 22, 2027
Friday, March 19, 2027
Friday, May 07, 2027
Friday, July 02, 2027

10am to 12noon
Online via Microsoft Teams

Course Tutor: Attendance Support Team
Target Audience: Senior leaders with school attendance responsibility, education welfare officers, strengthening families' practitioners, social workers (cross phase)

Course Content

These surgeries are an opportunity to refer complex cases related to the Attendance Support Team for advice/ guidance and an opportunity for discussion with schools and other practitioners' schools to share good practice.

Key Outcomes

The overall aim is to improve school attendance, reduce persistent absence and share good practice.

Cost per delegate	
T&W LA schools & academies	£0.00
Non-T&W schools & academies	£0.00

To book a place on this course, please send a completed booking form to:
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Course Calendar

Course code AST 006

Red Book Training - guidance for referrals for attendance related legal interventions

Wednesday, September 16, 2026
Wednesday, April 28, 2027

8.45am to 3.45pm
Face to Face

Course Tutor: Attendance Support Team
Target Audience: Headteachers, senior leaders, governors, school business managers and school administrators (cross phase)

Course Content

This course will:

- ensure all schools are aware of the available legal interventions relating to school attendance and how to prepare and refer a case
- provide delegates with an overview on all matters relating to how schools monitor and manage absence
- enable schools to access legal interventions

Cost per delegate	
T&W LA schools & academies	£197.00
Non-T&W schools & academies	£236.40

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
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Course code AST 007

Preparing a Referral for a Robust Interview Under Caution (and completing a section 9 - witness statement)

Tuesday, September 29, 2026 ***this date has been cancelled***

Friday, May 14, 2027
9.15am to 12.30pm
Face to Face

Course Tutor: Attendance Support Team
Target Audience: Any school staff with an attendance responsibility, including education welfare officers and pastoral leads (cross phase)

Course Content

This course aims to coach school staff with an attendance responsibility in preparing to refer to the Attendance Support Team (AST) for an Interview Under Caution (IUC) - which leads to legal intervention for parents of children who have poor school attendance.

The referral is the process of telling the story and providing the evidence of all the support offered to the pupil and parents where there is still no improvement in the pupil's attendance. AST will share their knowledge and experience with delegates of what is required to have a successful and robust case in readiness for the hearing in the Magistrates Court.

AST will guide school staff through completing a factual and appropriate witness statement (Section 9) to complete the IUC referral.

Key Outcomes

Staff with an attendance responsibility will feel confident in preparing a case for legal intervention.

Cost per delegate	
T&W LA schools & academies	£131.00
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

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Course code BSAT 201

Safety Intervention Training *(formerly MAPA training)* - CPI accredited

Part 1: Wednesday, September 09, 2026
Part 1: Wednesday, November 11, 2026
Part 1: Wednesday, January 06, 2027
Part 1: Wednesday, February 24, 2027
Part 1: Wednesday, April 21, 2027
Part 1: Wednesday, June 09, 2027

Part 2: Thursday, September 10, 2026
Part 2: Thursday, November 12, 2026
Part 2: Thursday, January 07, 2027
Part 2: Thursday, February 25, 2027
Part 2: Thursday, April 22, 2027
Part 2: Thursday, June 10, 2027

Both parts will take place from 9am to 3.30pm

Face to Face

Course Tutor: BSAT Team
Target Audience: All school staff - T&W LA Maintained Schools only

Course Content

This CPI accredited training has been designed to enhance your understanding and management of disruptive, aggressive, and / or violent behaviour.

Safety Intervention Training has been delivered to a wide range of professional staff within health, education and social care environments since 1992, and aims to ensure that everyone involved in crisis situations, which include disruptive, challenging, or violent behaviour, can maintain the care, welfare, safety, and security of all involved.

The programme will be delivered to you within a legal and professional framework consistent with current national standards, your organisation's policies and guidance and current research, as well as recognised best practices.

Key Outcomes

By the end of the course, you will have explored and developed a range of psychological and physiological responses to behaviour that will enable you to minimise the potential harm disruptive, aggressive, and/or violent behaviour can cause. The ultimate focus of this event is to ensure that you gain the essential knowledge, skills, and confidence to prevent, decelerate, and de-escalate crisis situations.

Additionally, this programme will ensure you have the necessary foundation skills to reduce the likelihood of risky or dangerous behaviour occurring in the first instance, as well as to manage such behaviour when it does occur - using a range of recognised physical interventions that aim to minimise risk, without damaging the professional and supportive relationship you have worked so hard to establish with the individuals in your care.

Please note: both parts must be completed within no more than 6 weeks of each other.
To maintain your licence, a Safety Intervention Refresher course (BSAT 212) must be attended every 12 months.

Cost per delegate

T&W LA schools & academies	£197.00

Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
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Course code BSAT 212

Safety Intervention Refresher Training (formerly MAPA Refresher Training) - CPI accredited

Friday, September 11, 2026 ***this date has been cancelled***

Friday, November 13, 2026
Friday, January 08, 2027
Friday, February 26, 2027
Friday, April 23, 2027
Friday, June 11, 2027

9am to 3.30pm
Face to Face

Course Tutor: BSAT Team
Target Audience: All school staff - T&W LA Maintained Schools only

Course Content

CPI / Pivotal Safety Intervention (formerly MAPA) works with mainstream schools & special education establishments, providing comprehensive staff training programmes that help develop a culture of Care, Welfare, Safety, and Security℠. Through the programme and strategies discussed, our training educates and empowers teachers and other staff, creating safe and respectful school environments.

Refresher training builds on the foundation established in the CPI Safety Intervention Training programme. The training process provides staff with the opportunity to develop a more meaningful understanding of how programme concepts apply to their work within education settings. Over time staff build confidence in their ability to apply training concepts effectively and safely as they face various and ever-changing realities.

Key Outcomes

To review and expand on the CPI Safety Intervention Training concepts:

- regularly and formally assessing staff competence and proficiency in the intervention strategies taught in the CPI Safety Intervention Training programme
- assessing team member strength areas and areas requiring improvement relating to crisis prevention and intervention

Please note: To maintain your licence, this course must be completed within 12 months of having successfully completed either BSAT 201 or BSAT 212

Cost per delegate	
T&W LA schools	£131.00
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk	

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Course code BSAT 401

Respectful Restrictive Engagement Training *(Accredited by Training with PRIDE)*

Part 1: Wednesday, September 23, 2026	**Part 2: Thursday, September 24, 2026**
Part 1: Wednesday, November 18, 2026	**Part 2: Thursday, November 19, 2026**
Part 1: Wednesday, January 13, 2027	**Part 2: Thursday, January 14, 2027**
Part 1: Wednesday, March 03, 2027	**Part 2: Thursday, March 04, 2027**
Part 1: Wednesday, April 28, 2027	**Part 2: Thursday, April 29, 2027**
Part 1: Wednesday, June 16, 2027	**Part 2: Thursday, June 17, 2027**

Both parts will take place from 9am to 3.30pm

Face to Face

Course Tutor: BSAT Team
Target Audience: Headteachers, senior leaders, teachers, pastoral support, support assistants, HLTA's or any adult working directly with children in education settings.

This training is available to LA maintained schools and academies in Telford & Wrekin

Course Content

Training with PRIDE accredited Respectful Restrictive Engagement (RRE) training has been designed to enhance your understanding and management of disruptive, aggressive and / or violent behaviour.

The Training with PRIDE RRE framework provides de-escalation and intervention strategies that empower staff to safely support and manage behaviours of concern. Emphasis is placed on minimising the need for physical interventions, promoting a culture of care.

The course will be delivered within a legal and professional framework, consistent with current national standards, and focuses on restraint reduction and rational engagement, closely following PRIDE standards and underpinning philosophy - to **P**rotect, **R**espect, **I**ndividuality, **D**ignity, **E**mpowerment.

Please note: both parts must be completed within 6 weeks of each other. To maintain your licence a refresher (BSAT 402) must be attended every 12 months.

Key Outcomes

Delegates will be able to:

- identify positive workplace cultures and promote person centred, positive behaviour support (PBS)
- understand safe risk management, including dynamic risk assessment and early intervention strategies
- identify the functions of behaviour
- understand how and why behaviours escalate
- explore common forms of communication and identify verbal & non-verbal triggers for behaviour escalation
- understand the Emotional and Rational brain, and the impact of trauma
- further understand the relevance and impact of the fight, flight, freeze, fawn affect
- use and safely implement preventative strategies
- reduce stress & vulnerability for colleagues and service users
- minimise risk through rational approaches
- understand key professional, legal and ethical principles when using restrictive approaches as a 'last resort'
- understand last resort, least restrictive holding skills, to keep everyone safe from harm
- adopt restorative support strategies post incident
- know their reporting obligations

Cost per delegate	
T&W LA schools & academies	£197.00
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk	

To book a place on this course, please send a completed booking form to:
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Course Calendar

Course code BSAT 402

Respectful Restrictive Engagement Refresher Training (Accredited by Training with PRIDE)

Friday, September 25, 2026 ***this date has been cancelled***

Friday, November 20, 2026
Friday, January 22, 2027
Friday, March 05, 2027
Friday, April 30, 2027
Friday, June 18, 2027

9am to 3.30pm
Face to Face

Course Tutor: BSAT Team
Target Audience: Headteachers, senior leaders, teachers, pastoral support, support assistants, HLTA's or any adult working directly with children in education settings.

This training is available to LA maintained schools and academies in Telford & Wrekin

Course Content

Training with PRIDE accredited Respectful Restrictive Engagement (RRE) training has been designed to enhance your understanding and management of disruptive, aggressive and / or violent behaviour. In line with current national standards, and focusing on restraint reduction, the Training with PRIDE RRE framework provides de-escalation and intervention strategies that empower staff to safely support and manage behaviours of concern, promoting a culture of care.

Refresher training further embeds knowledge and skills established in the initial Training with Pride RRE programme. It enables colleagues to consider current practice within their settings, closely following PRIDE standards and underpinning philosophy - to Protect, Respect, Individuality, Dignity, Empowerment. The refresher course provides an opportunity to share and learn from real life de-escalation experiences, further build upon confidence, and consolidate transferable skills.

Please note: to maintain your licence a refresher must be attended every 12 months

Key Outcomes

Delegates will be able to:

- identify positive workplace cultures and promote person centred, positive behaviour support (PBS)
- understand safe risk management, including dynamic risk assessment and early intervention strategies
- identify the functions of behaviour
- understand how and why behaviours escalate
- explore common forms of communication and identify verbal & non-verbal triggers for behaviour escalation
- understand the Emotional and Rational brain, and the impact of trauma
- further understand the relevance and impact of the fight, flight, freeze fawn affect
- use and safely implement preventative strategies
- reduce stress & vulnerability for colleagues and service users
- minimise risk through rational approaches
- understand key professional, legal and ethical principles when using restrictive approaches as a 'last resort'
- understand last resort, least restrictive holding skills, to keep everyone safe from harm
- adopt restorative support strategies post incident
- know their reporting obligations

Cost per delegate	
T&W LA schools & academies	£131.00
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk	

To book a place on this course, please send a completed booking form to:
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Course Calendar

Course code CPD 502

Assessment Update

Tuesday, November 03, 2026 ***this date has been cancelled***

Wednesday, December 02, 2026

9.15am to 10.45am

Face to Face

Course Tutor: Senior Officer from Achievement and Enrichment
Target Audience: Senior and middle leaders, assessment leads (primary phase)

Course Content

Provides assessment leads with the latest information on assessment from the DfE and the STA in order to support their strategic role in schools.

The meeting includes:

- local and national priorities (e.g. performance data, EYFS, KS1, KS2 test updates)
- documentary updates
- key messages from OFSTED
- an opportunity for delegates to consider their own school's context
- networking with other assessment leads

Key Outcomes

Delegates will:

- be informed about the latest guidance on assessment issues
- be clear about recent developments and implications for their schools
- understand local and national priorities

Cost per delegate	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code CPD 504

Preparing for Statutory Assessment at the End of KS2

Friday, February 05, 2027

9am to 12.30pm
Face to Face

Course Tutor: Senior Officer from Achievement and Enrichment
Target Audience: Year 6 Teachers

Course Content

This course will review the assessment arrangements at the end of KS2 and will include important information about the KS2 tests and teacher assessments using the national performance descriptors.

Key Outcomes

Delegates will be prepared for statutory KS2 assessments for 2026.

Cost per delegate	
T&W LA schools & academies	£131.00
Non-T&W schools & academies	£157.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code CPD 609

Online Safety – a Safeguarding Responsibility

Tuesday, April 13, 2027

3.30pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: Headteachers, governors, senior & middle leaders

Course Content

Digital technology is continually changing, and it is therefore essential that schools stay up to date with new developments.

Within the Ofsted framework online safety is included as an important part of a school's overall safeguarding responsibility, alongside the requirements set out in Keeping Children Safe in Education and the newly issued DFE guidance for use of mobile phones in schools.

Guidance for Ofsted inspectors to use when inspecting safeguarding under the common inspection framework outlines that, when assessing how effectively leaders and governors create a safeguarding culture in the setting, inspectors should consider evidence that:

- action is taken to ensure children are taught about safeguarding risks, including online risks
- staff, leaders and managers oversee the safe use of electronic and social media by staff and learners, and take immediate action if they are concerned about bullying or risky behaviours
- appropriate filters and monitoring systems are in place to protect learners from potentially harmful online material

Online safety is categorised into three main areas of risk:

Content: Children may be **exposed to illegal, inappropriate, or harmful material**. This includes:

- Pornography including AI generated material
- Racism, misogyny, anti-Semitism
- Self-harm or suicide content
- Extremism and radicalisation
- **Misinformation, disinformation and conspiracy theories** (explicitly strengthened in KCSIE 2025 updates)

Contact: Risks arising from **harmful interaction with others online**, such as:

- Peer-to-peer pressure
- Harmful or inappropriate commercial advertising
- Adults posing as children/young people
- Grooming for sexual, criminal, financial, or other exploitation

Conduct: Refers to **how the child behaves online**, potentially causing or increasing risk of harm, including:

- Online bullying
- Making, sending or receiving explicit images (including nudes/semi-nudes)
- Oversharing personal information
- Viewing or sharing pornography

Commerce: Risks relating to **financial harm or commercial exploitation**, such as:

- Online gambling
- Inappropriate advertising
- Phishing
- Financial scams or fraudulent in-game purchases

Key Outcomes

This course is designed to ensure delegates are informed about the issues and resources available to enable them to safeguard and educate young people about how to safely use online environments.

Cost per delegate	
T&W LA schools & academies	£106.00
Non-T&W schools & academies	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school***	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code CPD 620

Virtual School Conference for Designated Teachers and Nominated Governors for Children in Care

Friday, June 18, 2027
8.30am to 4pm
Face to Face

Course Tutor: Virtual School
Target Audience: Designated teachers, designated safeguarding leads & nominated governors for Children in Care

Course Content

This conference, which is held annually, provides delegates with an opportunity to develop links with the Virtual School, Health and Social Care colleagues and with other Designated Teachers, Designated Safeguarding Leads and Nominated Governors, as we work together to increase the progress Telford & Wrekin children in care and all children with a Social Worker make in school and beyond.

Even if you currently have no children in care or children with a Social Worker at your school, it is important that you remain up to date with processes and expectations. In addition, Ofsted looks closely at the relationship schools have with the Virtual School, and information gained at network meetings has proven very useful to many schools during inspection. Educational outcomes for children in care and children in need are a key priority for Ofsted in the West Midlands Region and inspectors have told us that they will be looking closely at how a school prioritises work with children in care and vulnerable learners when making inspection judgements.

The programme for this year's conference will be circulated via flyer once finalised.

Key Outcomes

Attendance will help to ensure schools comply with statutory duties for Children in Care, previously Looked after Children, and Children with a Social Worker.

The conference will provide:

- opportunities to network
- share best practice
- keep up to date with the latest research and all key developments

Cost per delegate	
T&W LA schools & academies	£155 for the first delegate, £105 for the second and £80 for each additional delegates (up to a total of 4 per school) from the same school or setting. **Early bird discount** of £20 per delegate if **booked on or before Friday 26 February 2027.**

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code CPD 623

Kinship Care: The role of the school in supporting children & young people in line with the new statutory guidance

Tuesday, October 20, 2026
Tuesday, March 02, 2027
Tuesday, June 29, 2027

4pm to 5.30pm
Online via Microsoft Teams

Course Tutor: Virtual School Team
Target Audience: Designated teachers, designated safeguarding leads, pastoral leaders, phase leaders, senior leaders, pupil premium leads

Course Content

This training will look at the new Kinship Care Statutory Guidance for Local Authorities and what this means for education settings. It will explain the routes by which children leave care through Adoption, Special Guardianship Orders and Child Arrangement Orders, and are designated as Previously Looked After Children (PLAC), alongside other young people who may not live with their birth family e.g. private fostering and Kinship Care.

The course will explore effective, evidence-based interventions for professionals to utilise Pupil Premium Plus funding in order to support these children and close the attainment gap, ensuring positive educational outcomes.

Key Outcomes

By the end of this course, delegates will:

- understand what the new Kinship Care Statutory Guidance will mean for education settings
- be able to apply this guidance to inform policy and practice in their education settings
- develop their understanding of evidence-based interventions to support young people in their settings

Cost per delegate	
T&W LA schools & academies	£106.00
Non-T&W schools & academies	£127.20

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code CPD 700

Annual Telford Education Strategic Partnership Board Leadership Conference

Wednesday, October 21, 2026
8.45am to 3.45pm
Face to Face

Target Audience: Headteachers, Principals, Senior Leaders and CEOs of Academy Trusts – plus for lunch and for the afternoon session, Maths Leads

This is an annual conference, led by the Telford Education Strategic Partnership Board – which this year, for the first time, has been extended to a full day.

The morning session is intended for Principals, Headteachers and CEOs of Multi-Academy Trusts and will focus on the theme of leadership. As well as an inspiring keynote speaker, there will be an opportunity to examine the key priorities contained in the Board's Workplan and to share performance data of our schools across the borough, comparing to regional and national data, examining trends over time and identifying red flags and hot issues. The data session will be led by Rebecca Carey, Interim Director of Education & Skills.

Maths Leads will join their senior colleagues from approximately 12noon for lunch, and the afternoon session - which will commence promptly at 1pm and will focus on maths across all key stages. The session will be led by keynote speaker Tom Pole from the Tudor Grange Research School and will also include plenty of opportunity for activity-based discussion – focusing on the challenges of the new maths curriculum, developing effective strategies to improve KS2/KS3 transition and examining how all schools can work together to improve outcomes for young people at the end of KS4 and impact on their positive transition into KS5 and beyond.

The conference has been competitively priced to cover costs, and a 10% discount will be applied to any school bookings* made before the end of July 2026.

Cost	
T&W LA schools & academies	***£150 per school** (for up to two delegates from the same school) – to include the Headteacher / Principal and the Maths Lead.
	Additional places over and above two delegates from the same school can be requested at a cost of **£50 per person**, but these will be placed on a reserve and allocated closer to the event, should there be sufficient space.

To book your place, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code CPD 721

Pupil Premium Network Meeting

Thursday, October 08, 2026
Thursday, January 28, 2027
Thursday, June 17, 2027

4pm to 5.30pm
Face to Face

Course Tutor: Senior Officer from Achievement and Enrichment
Target Audience: Senior leaders, governors and those responsible for the leadership of the Pupil Premium

Course Content

Pupil Premium Network meetings provide an opportunity to bring together leaders who have responsibility for ensuring the impact of schools' Pupil Premium Funding.

The sessions will provide opportunities to share best practice and receive updates and information on Pupil Premium related topics.

Key Outcomes

In addition to providing meaningful opportunities for networking with leaders from other schools / settings, these termly twilight Pupil Premium Network meetings will also ensure:

- sharing of the latest DfE legislation, guidance, information and updates relating to funding streams
- solution focussed strategies to responding to learner needs
- access to exemplar templates, tools and materials for writing and reviewing the impact of the Pupil Premium Strategy
- sharing and discussion of effective practice relating to the use of the Education Endowment Foundation resources
- development of partnership working between schools

Cost per delegate per session ***(delegates are encouraged to attend each term if possible)***	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code EPS 004

ELSA Training

Part 1: Wednesday, September 16, 2026
Part 2: Wednesday, September 23, 2026
Part 3: Wednesday, September 30, 2026
Part 4: Wednesday, October 07, 2026
Part 5: Wednesday, October 14, 2026
Part 6: Wednesday, October 21, 2026

9am to 3pm
Face to Face

Course Tutor: Educational Psychology Service
Target Audience: Teaching assistants, learning support assistants, learning mentors - as nominated by school

Course Content

The ELSA project is a national initiative designed to help schools meet the needs of emotionally vulnerable pupils from within their own resources.

ELSA training is offered by the Telford & Wrekin Educational Psychology Service to upskill teaching assistants and learning support assistants to be Emotional Literacy Support Assistants. ELSAs help children recognise, understand and manage emotions to increase success, plan and deliver individual and small group support programmes, and receive training and ongoing supervision from Educational Psychologists.

The training includes the first year of ELSA supervision sessions, which are held half termly and will start from November 2026, once the training has been completed. From the second year onwards, the cost for supervision is £270 for all six sessions for the first ELSA in a school, £240 for any additional ELSAs in the same school (£324 and £288 respectively for non T&W schools).

Please note that in order to practice as an ELSA, attendance at ELSA supervision sessions is necessary.

For details of course content, please contact the ELSA Inbox on ELSA@telford.gov.uk .

Cost per delegate (for the whole course)	
T&W LA schools & academies	£750.00
Non-T&W schools & academies	£900.00

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code EPS 005

ELSA Supervision Network

Tuesday, October 13, 2026
Tuesday, November 24, 2026
Tuesday, January 19, 2027
Tuesday, March 09, 2027
Tuesday, April 27, 2027
Tuesday, June 29, 2027

1pm to 3pm
Face to Face

Course Tutor: Educational Psychology Service
Target Audience: ELSAs

Course Content

The Educational Psychology Service looks forward to welcoming all trained ELSAs to the half termly series of ELSA Supervision Network events.

Please note that all ELSA's should attend all sessions, which will support ELSAs in maintaining high-quality and effective practice within their settings.

Each event includes:

- peer support and networking opportunities
- small group supervision facilitated by an Educational Psychologist
- a CPD session tailored to ELSA development

ELSAs are invited to arrive from 12.30pm for informal networking, with each Supervision Network session beginning at 1pm.

Please note that ELSAs are expected to attend all Supervision Network events to ensure safe, well-informed practice; therefore, attendance is a requirement for maintaining ELSA status. There may be occasions, due to unforeseen circumstances such as illness, where ELSAs are unable to attend. In such cases, please send apologies to the CPD team via cpdschoolimprovement@telford.gov.uk .

For details of course content, please contact the ELSA Inbox on ELSA@telford.gov.uk

Cost per delegate (for the whole course)	
T&W LA schools & academies	£270 for the first ELSA in a school £240 for subsequent ELSAs in the same school
Non-T&W schools & academies	£324 for the first ELSA in a school £288 for subsequent ELSAs in the same school

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code EY 001

An Introduction to the Early Years Foundation Stage

Wednesday, October 14, 2026 ***this date has been cancelled***

Thursday, March 11, 2027

4pm to 5.30pm

Face to Face

Course Tutor: Early Years Team
Target Audience: Teachers in nursery and reception, teaching assistants, apprentices and practitioners new to the EYFS

Course Content

(Department for Education) The Early Years Foundation Stage (EYFS) is mandatory for all providers of early years in England; this includes maintained schools, non-maintained schools and independent schools.

Ofsted and inspectorates of independent schools have regard to the EYFS framework in carrying out inspections. Ofsted may issue actions (in respect of any failure to meet a requirement in the document) and / or may issue a welfare requirement notice (in respect of section 3). It is an offence for a provider to fail to comply with a welfare requirement notice.

Key Outcomes

Participants will:

- become acquainted with the EYFS Curriculum and Statutory Safeguarding and Welfare Requirements
- be familiar with the key documents relating to the EYFS
- reflect on the importance of meeting the statutory safeguarding and welfare requirements
- be able to identify the themes and principles of the EYFS
- gain an understanding of the Prime and Specific Areas of Learning and Development, including the 7 areas of learning and development
- be able to identify the characteristics of effective teaching and learning

Cost per delegate	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code EY 007

Telford & Wrekin LA Early Years Coordinators' Termly Update

Wednesday, November 25, 2026
Wednesday, March 10, 2027
Wednesday, June 23, 2027

4pm to 5.30pm
Face to Face

Course Tutor: Early Years Team
Target Audience: EYFS leads, reception class teachers, nursery practitioners

Course Content

This termly meeting will provide an update on:

- local and national data
- information related to outcomes from Ofsted inspections
- relevant legislation
- DfE and other national developments, strategies and issues, assessment and moderation
- CPD opportunities

The update meeting will also provide an opportunity for delegates to network and share good practice.

Cost per delegate	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code EY 009

Meeting the Statutory Safeguarding and Welfare Requirements of the EYFS

Thursday, October 15, 2026
Thursday, February 11, 2027

4pm to 5.30pm
Face to Face

Course Tutor: Early Years Team
Target Audience: EYFS coordinators / leads, nursery and reception teachers, teaching assistants and EYFS governors

Course Content

(Department for Education) The Early Years Foundation Stage (EYFS) is mandatory for all providers of early years in England; this includes maintained schools, non-maintained schools and independent schools.

Ofsted and inspectorates of independent schools have regard to the EYFS in carrying out inspections. Ofsted may issue actions (in respect of any failure to meet a requirement in the document) and / or may issue a welfare requirement notice (in respect of section 3). It is an offence for a provider to fail to comply with a welfare requirement notice.

This course will support the completion of the Section 175/157 education safeguarding audits conducted by the Local Authority.

Key Outcomes

Delegates will:

- gain a greater understanding of the Safeguarding and Welfare requirements, as set out in the EYFS Statutory Framework
- be able to ensure that the school is meeting EYFS statutory requirements
- review policy, procedures and routines in line with the EYFS
- identify any gaps and action plan to develop practice further
- complete the EYFS section of the S175/157 education safeguarding audits with confidence

Cost per delegate	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code EY 015

Annual Early Years Conference

Friday, November 20, 2026

10am to 4pm
(registration & refreshments from 9.30am)
Face to Face

Course Tutor: Early Years Team
Target Audience: EYFS leads, reception class teachers and nursery practitioners

Course Content

Join Julie Fisher and Debi Kyte-Hartland at this year's Annual Early Years Conference for powerful and practical keynotes, exploring what it really means to place children at the centre of early years practice.

Morning session: Julie Fisher – Interacting or Interfering? Enhancing young children's relationships, language and Communication.

Afternoon session: Debi Kyte-Hartland – Flourishing through Creativity: The transformative power of the arts in early childhood.

Cost per delegate	
T&W LA schools & academies	£197.00
Non-T&W schools & academies	£236.40

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code EY 104

Best practice in your breakfast, after-school and holiday provision

Thursday, May 20, 2027

9.30am to 12.15pm

Face to Face

Course Tutor: Early Years Team
Target Audience: Teaching assistants, out of school club coordinators, breakfast club coordinators

Course Content

Out of school clubs form part of the Government's Extended Schools Agenda, and include after-school clubs, breakfast clubs and holiday clubs.

Extended schools are designed to help parents balance work and family commitments, whilst providing children with study support and offering them a broader range of experiences and interests.

There are other benefits for children who attend extended provision, including better attendance, attainment, behaviour, confidence and social skills.

This training will support you to develop and provide good quality out of school provision for children and their families.

Delegates will:

- be able to enhance or develop breakfast, after-school and holiday provision
- take away ideas that will promote a fun and stimulating environment for children
- identify strategies to obtain feedback and views, consulting with children and their families
- be able to evaluate provision and identify areas for development

Cost per delegate	
T&W LA schools, academies, PVI settings and HHAH providers	1 free place per setting £131.00 for each additional delegate from the same setting
Non-T&W settings	£157.20
**** 10% discount per delegate for second and subsequent delegates on the same course from the same setting*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code EY 303

Bright Ideas and Inspiration - for your breakfast, holiday and out of school provision

Thursday, November 19, 2026
Thursday, June 24, 2027

9.30am to 12.15pm
Face to Face

Course Tutor: Early Years Team
Target Audience: Teaching assistants, out of school club coordinators and breakfast club coordinators

Course Content

Building on our '*Best practice for your breakfast, holiday and out of school provision*', this course will provide more ideas to enhance your extended school provision.

Key Outcomes

Delegates will:

- learn about different ways to consult with children and young people
- be provided with innovative ideas and creative activities for children and young people, encouraging them to have fun together
- discuss how to inspire staff team building activities
- reflect upon staff interactions and engagement with children (observing)
- look at different ways to source resources on a low budget

Cost per delegate	
T&W LA schools, academies, PVI settings and HHAH providers	1 free place per setting £131.00 for each additional delegate from the same setting
Non-T&W settings	£157.20
**** 10% discount per delegate for second and subsequent delegates on the same course from the same setting*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
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Course code EY 349

Support and Supervision in the EYFS

Wednesday, January 27, 2027
Wednesday, April 28, 2027

4pm to 5.30pm
Face to Face

Course Tutor: Early Years Team
Target Audience: Teachers in nursery and reception, EYFS coordinators

Course Content

The premise of this course is to ensure that school-based settings meet the statutory safeguarding and welfare requirements of the EYFS 'Supervision of staff'.

Key Outcomes

Delegates will:

- reflect on supervision currently in place
- consider the different aspects of supervision including mentoring, coaching and training
- understand the structure of the supervisory meeting and what should be included

Cost per delegate	
T&W LA schools & academies	£119.00
Non-T&W schools & academies	£142.80

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code EY 350

EYFSP Support Sessions

Session 1: Formative Assessment	***Thursday, October 22, 2026***	***1.30pm to 3pm***
		this date has been cancelled
Session 1: Formative Assessment	**Thursday, October 22, 2026**	**3.30pm to 5pm**
Session 2: Summative	**Thursday, February 25, 2027**	**1.30pm to 3pm**
Session 2: Summative	**Thursday, February 25, 2027**	**3.30pm to 5pm**
Session 3: Professional	**Thursday, May 13, 2027**	**1.30pm to 3pm**
Session 3: Professional	**Thursday, May 13, 2027**	**3.30pm to 5pm**

Face to Face

Course Tutor: Early Years Team
Target Audience: EYFS Leads, Reception Teachers and others involved in the EYFSP process

Course Content

The content of each session will be added to the CPD booklet once finalised.

Key Outcomes

This session introduces how Reception teachers can use every day formative assessment to understand and support children's learning, alongside effective transition practice into Reception

Cost per delegate	
T&W LA schools & academies	£0.00
Non-T&W schools & academies	£0.00

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code GO 502

Induction Training for New Governors

Thursday, October 15, 2026
Thursday, March 04, 2027
Thursday, June 24, 2027

9.30am to 3.30pm
Face to Face

Course Tutor: Senior Officer from Achievement and Enrichment
Target Audience: Governors - new or recently appointed to the role

Course Content

This course will cover in some depth the key functions of the governing body, including:

- ensuring clarity of vision, ethos and strategic direction
- holding the headteacher to account for the educational performance of the school and the performance management of staff
- overseeing financial performance and making sure money is well spent
- the characteristics of effective schools
- the key roles and responsibilities of governing bodies in improving schools
- the different and complementary roles of governors and headteachers (distinction between governance and management)

Important note: for new governors, attendance on this course should be accompanied by attendance on course SG 103: Safeguarding Induction Training for Governors - this is in line with the Government's update to Keeping Children Safe in Education (Sept 2026)

Key Outcomes

As a result of this professional development activity, governors will be more able to:

- work effectively with school leaders to communicate the vision, ethos and strategic direction of the school and create a culture of ambition
- provide a balance of support and challenge to leaders, understanding the school's strengths and areas needing improvement
- use a range of sources of objective data, including the OFSTED Inspection Dashboard, to create robust accountability
- understand the links between performance management of staff and school improvement
- hold the school to account for the impact of additional funding in improving pupil achievement
- seek and respond to the views of stakeholders, including through the use of Parent View

Cost per delegate	
T&W LA schools & academies and non-T&W schools which subscribe to the T&W School Governance Service Level Agreement	£197.00
Other non-T&W schools & academies	£236.40

**** 10% discount per delegate for two or more bookings on the same course from the same school***
Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code GO 503

Designated Teachers & Governors for Children in Care Network (compulsory school age)

Wednesday, November 11, 2026 ***this date has been cancelled***

Thursday, November 26, 2026 3.30pm to 5pm

Tuesday, March 09, 2027 3.45pm to 5.15pm

Online via Microsoft Teams

Course Tutor: Virtual School Team
Target Audience: Designated Teachers & Governors for Children in Care

Course Content

For Designated Teachers & Governors to fully understand their role with regard to children in care and keep up to date with their responsibilities.

Key Outcomes

Delegates will understand relevant issues and be able to make changes within their own governing body to ensure that their legal responsibilities are followed.

Cost per delegate	
T&W LA schools & academies	£0.00
Non-T&W schools & academies	£0.00

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code GO 504

Taking the Chair

Part 1: Thursday, January 21, 2027
Part 2: Thursday, February 04, 2027
Part 3: Thursday, March 04, 2027
Part 4: Thursday, March 18, 2027

4.30pm to 6.30pm
Online via Microsoft Teams

Course Tutor: Senior Officer from Achievement and Enrichment
Target Audience: Prospective and new chairs of governors who wish to develop their confidence and skills, and experienced chairs keen to review their effectiveness in the role; this course is also appropriate for those governors chairing sub committees (cross phase)

Course Content

Part 1: roles and relationships - working with the headteacher and the governors
Part 2: leading and managing the work of the governing body
Part 3: the chair's role in supporting strategic leadership
Part 4: the chair's role in ensuring accountability

Key Outcomes

The programme will:

- strengthen and develop the capacity of chairs to lead the work of the governing body
- deepen participants' understanding of, and prepare them for, the role of chair
- enhance chairs' confidence and skills in managing the role and relationships
- widen their strategies for developing the partnership between the governing body, the headteacher and the staff
- encourage shared leadership and making good use of the skills and knowledge of others
- engage participants in a learning process which leads to self-directed change

Cost per delegate per session ***(delegates are encouraged to attend all sessions)***	
T&W LA schools & academies and non-T&W schools which subscribe to the T&W School Governance Service Level Agreement	£112.00
Other non-T&W schools & academies	£134.40
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code GO 508

Understanding School Finance

Tuesday, September 22, 2026 ***this date has been cancelled***

Tuesday, March 23, 2027

9.15am to 12noon

Face to Face

Course Tutor: Senior Officer from Schools' Finance Team
Target Audience: Governors, school leaders and finance staff

Course Content

This course will help delegates to:

- understand how school budget allocations are determined
- interpret financial monitoring
- understand financial benchmarking

Key Outcomes

Delegates will be better informed and more confident in their budget management and oversight of school finances.

Cost per delegate	
T&W LA schools & academies and for non-T&W schools which subscribe to the T&W School Governance Service Level Agreement	£131.00
Other non-T&W schools & academies	£157.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code GO 603

The Importance of the Early Years Foundation Stage in Schools

Monday, November 02, 2026 ***this date has been cancelled***

Wednesday, February 10, 2027
Wednesday, May 19, 2027

5.30pm to 7pm
Online via Microsoft Teams

Course Tutor: Early Years Team
Target Audience: Governors in EYFS and primary schools

Course Content

(Department for Education) *The Early Years Foundation Stage (EYFS) is mandatory for all early years' providers in England; this includes maintained schools, non-maintained schools and independent schools.*

Ofsted and inspectorates of independent schools have regard to the EYFS in carrying out inspections. Ofsted may issue actions (in respect of any failure to meet a requirement in the document), and / or may issue a welfare requirement notice (in respect of section 3). It is an offence for a provider to fail to comply with a welfare requirement notice.

This course will support the completion of S175/157 Education Safeguarding audits conducted by the Local Authority.

Key Outcomes

Delegates will:

- have a good understanding of the importance of the EYFS in schools
- be familiar with the EYFS documentation and the three sections - a) the learning and development requirements; b) assessment; c) the safeguarding and welfare requirements
- understand the importance of the underpinning themes and the principles of the EYFS
- recognise the importance of play within the EYFS curriculum
- consider the importance of appropriately trained staff working with children in the EYFS
- appreciate the importance of partnership working to improve outcomes for children

Cost per delegate	
T&W LA schools & academies and for non-T&W schools which subscribe to the T&W School Governance Service Level Agreement	£106.00
Other non-T&W schools & academies	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school***	
As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Accredited Safer Recruitment Refresher Training

Thursday, October 22, 2026
Thursday, April 29, 2027

9am to 1pm
Face to Face

Course Tutor: Human Resources Advisory Team representative and Education Safeguarding Team
Target Audience: All those staff and governors involved in recruitment in school and childcare settings

Course Content

All organisations in England who work with or provide services for children and young people, have a duty to safeguard and promote their welfare.

In schools, regulations require one member of any recruitment panel to have undertaken Safer Recruitment training; however best practice is for all those involved in recruitment to undertake this training.

Although there is no requirement for refresher training, this is offered for those of you who feel you need to be updated, having undertaken the full day Safer Recruitment Accredited course some time ago.

At least one of our trainers will be fully accredited by the Safer Recruitment Consortium.

Please note to be able to undertake this course you will need to have undertaken the Accredited Safer Recruitment Full Day Course, you will be contacted to provide proof of attendance prior to attending.

Cost per delegate	
Schools & academies which buy into T&W Human Resources and / or Education Safeguarding Services	£140.00
All other schools including out of area and Early Years providers and Childcare settings	£168.00

Bookings can be made through our online learning platform (Ollie) which all maintained schools have access to:
Course: Accredited Safer Recruitment Refresher Training: Schools/Childcare .
If you don't have access, then please email hrhelpdesk@telford.gov.uk
For individual school/Trust sessions please contact hrhelpdesk@telford.gov.uk or call 01952 383601.

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Course Calendar

Accredited Safer Recruitment Training

Thursday, September 24, 2026
Thursday, March 11, 2027
Thursday, June 10, 2027

9am to 4.30pm
Face to Face

Course Tutor: HR Advisory Team representative and Education Safeguarding Team
Target Audience: All staff/Governors who work within a school or early years/childcare setting that are involved in the recruitment of staff

Course Content

All organisations in England who work with or provide services for children and young people have a duty to safeguard and promote their welfare. **In schools, regulations require one member of any recruitment panel to have undertaken Safer Recruitment training.**

This training looks at best practice that should be adopted when recruiting and selecting adults to work with children and young people. It sets out procedures and strategies to help those involved in the recruitment process to deter, identify and reject applicants who are unsuitable to work with children and young people. It also seeks to strengthen safeguards by helping to deter and prevent abuse, with the aim of creating an environment where concerns can be raised on poor or unsafe practice.

The purpose of this training is to give employers the information and knowledge to recruit safely.

Key Outcomes

Delegates will:

- gain an awareness and understanding of offender behaviour
- be aware of the key features of staff recruitment, which help deter or prevent the appointment of unsuitable people
- be able to adopt recruitment policies and practices which minimise opportunities for abuse or ensure its prompt reporting
- be able to begin to review their own and their organisations' policies and practices with a view to making them safer and ensure an ongoing culture of vigilance

Additional information

The course is intended to help employers fulfil their responsibility to have in place safe recruitment and selection practice within the wider context of safeguarding children and young people. At least one of our trainers will be fully accredited by the Safer Recruitment Consortium.

It is a requirement that *'providers ensure that people looking after children are suitable to fulfil the requirements of their role. Providers must have effective systems in place to ensure that practitioners, and any other person who is likely to have regular contact with children are suitable.'* Statutory Framework for the EYFS 3.9.

Cost per delegate	
Schools & academies which buy into T&W Human Resources and / or Education Safeguarding Services	£210.00
All other schools including out of area and Early Years providers and Childcare settings	£252.00

Bookings can be made through our online learning platform (Ollie) which all maintained schools have access to: Course: Schools/Childcare – Accredited Safer Recruitment Training
If you don't have access, then please email hrhelpdesk@telford.gov.uk
For individual school/Trust sessions please contact hrhelpdesk@telford.gov.uk or call 01952 383601.

Course code OES 01

Educational Visits Coordinator Training and Refresher

Friday, September 18, 2026
Friday, January 22, 2027
Friday, June 18, 2027

9.30am to 3.30pm
Face to Face

Course Tutor: Alan Braybrooke, Outdoor Education
Target Audience: Education Visits Coordinator

Course Content

Introduction

It is a requirement that all schools and organisations which are working under the Telford & Wrekin Educational Visits service level agreement have a minimum of one Educational Visits Coordinator (EVC).

The EVC is required to attend an EVC training course every 3 years as a minimum and is invited to attend the termly EVC Network Meetings to ensure currency and competence. These courses and meetings are provided free of charge under the SLA and are led by the T&W Accredited Outdoor Education Adviser.

Course Content

- Introduction and overview, participant needs and priorities
- Benefits and barriers to educational visits
- Legal expectations
- Planning, leading and evaluating visits and outdoor learning, including:
  - event specific planning
  - emergency planning
  - accident and incident reporting
  - monitoring
  - record keeping and visit evaluation

The course will conclude by supporting EVCs in planning next steps, including training needs, and will clarify how EVCs can access further help and guidance.

Key Outcomes

EVCs will receive a certificate which is valid for 3 years; this will be issued on the day.

Cost per delegate	
All schools & academies which subscribe to a service level agreement (SLA) with the Telford & Wrekin Outdoor Education Service	£0.00
Any schools & academies which do not subscribe to the SLA	£185.00

To book a place on this course, please contact:
✉ Email: edvisits@telford.gov.uk
☎ Tel: 01952 387378

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Course Calendar

Course code OES 02

Educational Visits Coordinator Termly Updates

Thursday, October 22, 2026
Tuesday, January 26, 2027
Wednesday, May 19, 2027

1pm to 3pm
Face to Face

Course Tutor: Alan Braybrooke, Outdoor Education
Target Audience: Education Visits Coordinator (EVCs)
Venue: Wellington Town Council Chamber *(accessed through the Library at Wellington Leisure Centre)*

Content

This termly update will:

- provide a forum for local and national updates regarding the management of educational visits and journeys
- share practice and experience between EVCs including 'lessons learned'
- develop the support that is available locally through a collective approach
- respond to specific queries or concerns

A typical agenda is as follows:

- Welcome and introduction
- Telford & Wrekin Council
  - Update and information
  - Refresher on EVC roles and responsibilities
- EVC updates – matters you would like to share, or ask others for help with
- Any other business *(please raise in advance)*

Cost per delegate	
All schools & academies which subscribe to a service level agreement with the Telford & Wrekin Outdoor Education Service	£0.00
Any schools & academies which do not subscribe to the SLA	£110.00

Booking Information

No prior booking is required - if an EVC has taken on the role, but has not yet received this information, please forward it on.

If you are in receipt of the information but are no longer an EVC please send an email to EdVisits@telford.gov.uk

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Course Calendar

Course code OES 03

Educational Visits Leader Training

Wednesday, October 07, 2026
Wednesday, February 03, 2027
Wednesday, May 05, 2027

2pm to 5pm
Face to Face

Course Tutor: Alan Braybrooke, Outdoor Education
Target Audience: Visit Leaders
Venue: School site

Course Content

This course is designed to support and inform staff who lead, or are learning to lead, educational visits. No previous experience is necessary, just a willingness to share and discuss with colleagues.

The course covers the planning, approval and emergency procedures that Educational Visit Leaders must follow in their setting, including:

- their role within visit planning, leadership and evaluation
- action points to follow up on after the course
- who to contact for further advice

This is bespoke training to support school needs in relation to education visits and journeys.

Cost for up to 15 delegates from one school or academy trust	
All schools & academies which subscribe to a service level agreement with the Telford & Wrekin Outdoor Education Service	£175*
Any schools & academies which do not subscribe to the SLA	£211*
* please note that the prices above are based on a session of 1.5 hours in duration – if you are interested in a longer training session, please contact EdVisits@telford.gov.uk to discuss further	

To book a place on this course, please contact:
✉ Email: edvisits@telford.gov.uk
☎ Tel: 01952 387378

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Course Calendar

Course code OES 05

Emergency First Aid

Part 1:	Part 2:
Thursday, September 17, 2026	Friday, September 18, 2026
Thursday, October 15, 2026	Friday, October 16, 2026
Thursday, December 03, 2026	Friday, December 04, 2026
Thursday, January 14, 2027	Friday, January 15, 2027
Thursday, March 04, 2027	Friday, March 05, 2027
Thursday, May 06, 2027	Friday, May 07, 2027
Thursday, June 10, 2027	Friday, June 11, 2027

9.30am to 5pm (both parts)

(this is a two-part course – delegates need to attend both parts

Face to Face

Course Content

What's Different?	This is a triple certificated first aid course suitable for all settings, outdoors, in work and with young people. It will meet your organisation's statutory requirements, minimising costs and time, whilst maximising best value.
Certification	The course certification is through Rescue & Emergency Care (REC), and you will receive the following certificates on successful completion of the course: a) REC – Emergency Outdoor First Aid b) REC - Emergency First Aid at Work (EFAW), and c) REC – 12 hour Paediatric First Aid
Course Content	Over the two days we will cover • Being Safe – best practice & prevention of cross-infection • Vital Signs – temperature, colour, pulse, breathing, level of response • Incident Handling – a systematic approach to decision making • Unconsciousness – causes & safe airway • CPR & Choking – dealing with the non-breathing casualty • Bleeding – external & internal bleeding and shock • Major Injuries – treating head, spine, chest, abdomen, pelvis, leg & arm injuries • Soft Tissue Injuries - to muscles & joints including dislocations • Monitoring – Casualty cards & monitoring & effective hand overs • Remote Issues – improvisation when you have nothing else available! • Cold and Heat – dealing with hypothermia, hyperthermia and burns • Medical Emergencies – angina, heart attack, stroke, asthma, diabetes, epilepsy, bites, stings and anaphylaxis • First Aid Regulations – an overview & first aid kits
Assessment	You will be continuously assessed throughout the course and there will be two multi choice question papers for you to complete.

Cost per delegate

All schools & academies	£155.00

To book a place on this course, please contact:

✉ Email: edvisits@telford.gov.uk

☎ Tel: 01952 387378

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Course code OES 06

Visit Leader Training *(theory only)*

Wednesday, October 07, 2026
Wednesday, February 03, 2027
Wednesday, May 05, 2027

2pm to 5pm
Online via Microsoft Teams

Course Tutor: Alan Braybrooke, Outdoor Education
Target Audience: All school staff leading & planning school trips

Course Content

This course is designed to support and inform staff who lead, or are learning to lead, educational visits. No previous experience is needed.

The course covers the planning, approval and emergency procedures that visit leaders must follow in their setting, including:

- benefits and perceived barriers to visits
- legal expectations
- visit planning, leadership and evaluation
- action points to follow up on after the course
- who to contact for further advice

Cost per delegate	
All schools & academies which subscribe to a service level agreement with the Telford & Wrekin Outdoor Education Service	£49.00
Any schools & academies which do not subscribe to the SLA	£88.00

To book a place on this course, please contact:
✉ Email: edvisits@telford.gov.uk
☎ Tel: 01952 387378

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Course Calendar

Course code SG 101

Raising Awareness of Prevent

Monday, November 02, 2026 this date has been cancelled
Monday, January 04, 2027
Monday, April 12, 2027
Monday, June 07, 2027

9.30am to 11am
Online via Microsoft Teams

Wednesday, September 23, 2026
Tuesday, November 17, 2026
Tuesday, January 12, 2027 this date has been cancelled
Wednesday, January 13, 2027
Tuesday, February 23, 2027
Tuesday, April 20, 2027
Tuesday, June 22, 2027

3.30pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: All front-line school staff, school governors

Course Content

Prevent Duty training is a requirement for all staff and governance. The course includes mandatory content to meet the requirements of the Prevent Duty, with Home Office content and local contextual information provided by CTU and Education Safeguarding for Telford & Wrekin.

This training is free of charge to all school staff and governors in Telford & Wrekin and will be delivered on Microsoft Teams, with a mid-point break included.

Key Outcomes

Delegates will understand:

- the Prevent Duty and the requirements placed on staff and governance under the duty
- the local contextual Prevent risks
- radicalisation and be able to spot indicators someone may be susceptible to radicalisation
- the risks of different extremist ideologies
- how to make a Prevent referral
- the Chanel programme of support

For whole school bookings – please complete the booking form with the course details and attach a separate word or excel document (not pdf) with all delegate names and email addresses.

Cost per delegate	
Telford & Wrekin state-funded schools (maintained schools & academies), plus **non-state funded Telford & Wrekin schools and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0.00
Telford & Wrekin non state funded schools (i.e. independent schools) **and colleges, or non-T&W schools and colleges, which purchase any of the other 2026-27 Education Safeguarding SLA options**	£112.00
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the Education Safeguarding SLA	£134.40

**** 10% discount per delegate for two or more bookings on the same course from the same school***
As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 102

Newly Appointed Designated Safeguarding Leads' Training (Level 3)

Part 1: Wednesday, September 16, 2026
Part 1: Wednesday, November 18, 2026
Part 1: Wednesday, January 27, 2027
Part 1: Wednesday, April 21, 2027
Part 1: Wednesday, June 16, 2027

Part 2: Thursday, September 17, 2026
Part 2: Thursday, November 19, 2026
Part 2: Thursday, January 28, 2027
Part 2: Thursday, April 22, 2027
Part 2: Thursday, June 17, 2027

9.15am to 4pm
Face to Face

Course Tutor: Education Safeguarding Team
Target Audience: Staff newly appointed to the role of Designated Safeguarding Lead

Course Content

This course enables all those who are a newly appointed Designated Safeguarding Lead (DSL) to fulfil their role and understand their responsibilities and the statutory requirements.

Key Outcomes

Delegates will:

- meet the requirements (paragraph 64) of 'Keeping Children Safe in Education'
- develop an overview of the local safeguarding partnership arrangements
- understand how to support staff and liaise with other services
- know how to respond to safeguarding concerns
- develop an awareness of local child protection procedures
- understand how to manage child protection records safely
- raise awareness of wider and contextual safeguarding issues
- understand training requirements

Please note: to maintain currency as a DSL, Refresher training (SG 107) must be attended within two years of the newly appointed Designated Safeguarding Leads' training (SG 102), and every other year thereafter

Cost per delegate (for the whole course i.e. both parts)	
T&W LA schools & academies and non-T&W Schools & Academies which subscribe to the Education Safeguarding Team's Service Level Agreement	£394.00
Other non-T&W schools & academies	£472.80
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 103

Safeguarding Induction Training for Governors

Tuesday, October 06, 2026 ***this date has been cancelled***
9am to 12noon

Thursday, October 08, 2026 ***this date has been cancelled***
9.30am to 2pm (face to face)

or

Part 1: Thursday, March 11, 2027
Part 2: Thursday, March 18, 2027
5.30pm to 7.30pm *(online)*

Course Tutor: Education Safeguarding Team
Target Audience: New governors

Course Content

This course will provide all new governors with a detailed understanding of their role and responsibilities in relation to safeguarding.

This is in line with the recommendations and requirements of the Government's update to Keeping Children Safe in Education, with effect from 1 September 2026.

Key Outcomes

Attendance is recommended for all new governors to meet the requirements of 'Keeping Children Safe in Education'.

Delegates will have an understanding of their responsibilities in relation to safeguarding.

Please note: all new governors will need to attend either the full day course, or, if opting for twilights, will need to attend both parts.

Cost per delegate	
T&W LA schools & academies and non-T&W schools which subscribe to either the Education Safeguarding Team or the School Governance Service Level Agreement	£197.00 (face to face) £169.00 (online via Microsoft Teams)
Other non-T&W schools & academies	£236.40 (face to face) £202.80 (online via Microsoft Teams)
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 104

Governors' Responsibilities for Exclusions

Thursday, December 03, 2026
Thursday, June 17, 2027

5pm to 7pm
Online via Microsoft Teams

Course Tutor: Andy Cooke, Service Delivery Manager
Target Audience: Governors with responsibility for exclusions

Course Content

This course will:

- consider how governors can support and challenge the school to ensure that suspensions and permanent exclusions are used effectively and have a positive impact on the behaviour of young people in the school
- consider the safeguarding implications of suspensions and what data governors might request to support the monitoring of all suspensions and exclusions
- provide training and prompts for governors to enable them to undertake the statutory reviews of exclusions through the Pupil Disciplinary Committee

Key Outcomes

Delegates will have a clear understanding of:

- the impact of suspensions on behaviour in the school
- safeguarding implications of suspensions
- collection and interpretation of data on suspensions and exclusions
- how to monitor exclusions
- statutory roles in the Pupil Disciplinary Committee

Cost per delegate	
T&W LA schools & academies	£112.00
Non-T&W schools & academies	£134.40
**** 10% discount per delegate for two or more bookings on the same course from the same school***	
As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 106

Designated Safeguarding Leads' and Safeguarding Governors' Termly Update

Wednesday, November 04, 2026
Wednesday, February 24, 2027
Wednesday, June 09, 2027

4pm to 5.30pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: Designated Safeguarding Leads and governors with safeguarding responsibility

Course Content

A termly update of information on current issues related to safeguarding in schools.

Key Outcomes

Delegates will have the opportunity to:

- meet other designated safeguarding leads and governors with specific safeguarding responsibility
- update their knowledge and skills
- gain an awareness of safeguarding developments and any changes relevant to their role

Please note: all DSL's and their deputies must attend a minimum of one session per year to meet the requirements of (paragraph 65) 'Keeping Children Safe in Education'.

Cost per delegate	
T&W LA schools & academies & non-T&W schools which subscribe to either the Education Safeguarding Team or the School Governance Service Level Agreement	£106.00
Other non-T&W schools & academies	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 107

Designated Safeguarding Leads Refresher

Thursday, October 01, 2026
Wednesday, November 11, 2026
Thursday, November 12, 2026 ***this date has been cancelled***
Thursday, January 21, 2027
Thursday, March 04, 2027
Thursday, May 06, 2027
Thursday, July 01, 2027

9.15am to 4pm
Face to Face

Course Tutor: Education Safeguarding Team
Target Audience: Existing DSLs in need of refresher training

Please note: This training must be attended within two years of the newly appointed Designated Safeguarding Leads' training (SG 102) and every other year thereafter

Course Content

To provide Designated Safeguarding Leads with a mandatory update to the knowledge and skills required to carry out their role.

Key Outcomes

This training enables Designated Safeguarding Leads to meet the requirements of (paragraph 64) 'Keeping Children Safe in Education'.

Delegates will:

- develop an insight into a variety of best practice strategies
- refresh their knowledge of local child protection procedures, thresholds and referral procedures
- understand how to develop and maintain a culture of safeguarding in education settings

Cost per delegate	
T&W LA schools & academies and non-T&W schools which subscribe to the Education Safeguarding Team's Service Level of Agreement	£197.00
Other non-T&W schools & academies	£236.40
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 108

Raising Awareness of Child Protection (Level 1)

Tuesday, September 01, 2026
Monday, November 02, 2026
Monday, January 04, 2027
Thursday, February 11, 2027
Thursday, May 13, 2027 this date has been cancelled
9.30am to 11am - Online

Tuesday, September 01, 2026
Monday, November 02, 2026
Monday, January 04, 2027
1pm to 2.30pm – Online

Tuesday, September 01, 2026
Monday, November 02, 2026
Monday, January 04, 2027
Tuesday, March 23, 2027
Wednesday, April 28, 2027
Thursday, June 24, 2027
3.30pm to 5pm - Online

Course Tutor: Education Safeguarding Team
Target Audience: School staff who have not been able to access whole school training, voluntary sector organisations, and small private organisations

Course Content

This course will:

- provide a basic understanding of child abuse and neglect
- highlight signs and indicators of abuse
- inform the delegate what to do in response to concerns about a child

Key Outcomes

By the end of the session delegates will:

- be more aware of the different categories of child abuse and contextual safeguarding issues
- understand how child development may be impacted on by abuse (ACEs)
- be clear about their own safeguarding roles and responsibilities and the importance of working together to identify, assess, and meet the needs of children where there are safeguarding concerns
- be clear about what to do if they are concerned about a child and who to speak to
- be clear about how to respond to a child who tells them about possible abuse and how to record and share information, and
- understand the importance of safe working practice

For whole school bookings – please complete the booking form with the course details and attach a separate word or excel document (not pdf) with all delegate names and email addresses.

Cost per delegate	
Telford & Wrekin state-funded schools (maintained schools and academies), plus **non-state funded T&W schools, academies and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0
Telford & Wrekin non-state funded schools (i.e. independent schools) **and colleges, or non-TW schools and colleges, which purchase any of the other 2026-27 Education Safeguarding SLA options**	£106
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the SLA	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 110

Webinar session: Ensuring the Quality of Safeguarding Records

Wednesday, October 21, 2026 ***this date has been cancelled***
Thursday, October 22, 2026 ***this date has been cancelled***
Thursday, December 03, 2026
Thursday, February 11, 2027
Monday, May 24, 2027

3.30pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: All staff working in schools and colleges

Course Content

We are pleased to present a webinar which will:

- examine at the requirements related to the quality of safeguarding record keeping
- explain how you can fulfil the requirements of KCSIE 2026

Key Outcomes

Delegates will:

- understand the requirements for safeguarding record keeping in KCSIE 2026
- know how to fulfil these requirements
- be able to ensure the quality of records enables effective safeguarding of children

For whole school bookings – please complete the booking form with the course details and attach a separate word or excel document (not pdf) with all delegate names and email addresses.

Cost per delegate	
Telford & Wrekin state funded schools (maintained schools and academies) **and non-state funded schools and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0
Telford & Wrekin non-state funded schools (i.e. independent schools) **and colleges, or non-TW schools and colleges, which purchase any of the 2026-27 Education Safeguarding SLA options**	£106
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the SLA	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 203

Child Protection Supervision

Wednesday, December 02, 2026
9am to 12noon
Face to Face

Course Tutor: Education Safeguarding Team and Early Years & Childcare
Target Audience: Designated Safeguarding Leads, senior leaders

Course Content

The DfE and Ofsted say that Designated Safeguarding Leads (DSLs) and Deputy DSLs should have regular supervision.

This half day course will explore:

- child protection supervision and why it is so important
- different supervision models
- how supervision helps keep children safe
- the link between supervision and escalating concerns

Key Outcomes

By the end of the session delegates will be able to:

- describe the statutory & non-statutory framework within which CP supervision sits
- understand the historical context of supervision for safeguarding practitioners
- identify different models of supervision and consider which model best fits their needs
- engage in supervision, either as a supervisor or supervisee
- apply supervision to improve outcomes for children, particularly in relation to escalation

Cost per delegate	
T&W LA schools & academies and non-T&W schools and academies which subscribe to the 2026-27 Education Safeguarding SLA	£131.00
Non-T&W schools and academies which do not subscribe to the SLA	£157.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 204

Keeping Children Safe in Education (KSCIE) Webinar

Monday, September 07, 2026 ***this date has been cancelled***
9.30am to 10.30am

Monday, September 07, 2026
4pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: Headteachers, DSL's, senior leaders, governors

Course Content

A webinar which will provide an overview of changes to 'Keeping Children Safe in Education 2026' and other guidance, including from Ofsted and the Department for Education.

All those who have a responsibility for Child Protection and Safeguarding must have an up-to-date knowledge of the relevant guidance and legislation to help ensure that safeguarding in their school is effective.

Key Outcomes

Delegates will:

- understand the changes to 'Keeping Children Safe in Education 2026' and the impact this has on schools
- be aware of important changes to other safeguarding guidance and legislation
- develop an awareness of how changes to guidance and legislation impacts on local authority and school policy and procedures
- know what action needs to be taken in school to help meet the requirements of 'Keeping Children Safe in Education 2026'

Cost for 2 delegates (from the same school or academy)	
T&W LA schools & academies and non-T&W schools & academies which subscribe to the 2026-27 Education Safeguarding SLA	£55.00
Non-T&W schools & academies which do not subscribe to the SLA	£66.00
As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 209

Raising Awareness of Online Safety

Tuesday, November 10, 2026
Tuesday, March 16, 2027
Tuesday, June 08, 2027
3.30pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: All staff working in schools and colleges

Course Content

Keeping Children Safe in Education says, *'All staff should receive appropriate training, including online safety which, amongst other things, includes an understanding of the expectations, applicable roles and responsibilities in relation to filtering and monitoring at induction. The training should be regularly updated. In addition, all staff should receive online safety updates, as required, and at least annually, to continue to provide them with relevant skills and knowledge to safeguard children effectively'.*

The course will include:

- how to promote an effective whole school and college approach to online safety, empowering staff to protect and educate pupils, students and themselves in their use of technology, and the mechanisms to identify, intervene in, and escalate any concerns where appropriate
- the breadth of considerable and ever evolving issues classified within online safety and cover the four areas of risk
- how staff should ensure online safety is a running and interrelated theme whilst devising and implementing a whole school or college approach to safeguarding and related policies and procedures
- how online safety is reflected as required in all relevant policies and considering online safety whilst planning the curriculum, any teacher training, the role and responsibilities of the designated safeguarding lead (and deputies) and any parental engagement
- how social media often plays a central role in incidents between children and how to ensure online safety support is provided for pupils and students
- the online safety advice and the guidance available to schools and colleges to support online safety awareness

Key Outcomes

Delegates will:

- understand the unique risks associated with online safety
- have knowledge of how to keep children safe while they are online at school or college
- understand the approach to teaching online safety
- know about the lived experience of children and adults and the role of internet use in everyday life
- understand the implications for the online safety curriculum and associated safeguarding policies
- understand roles and responsibilities in developing safe use of the internet for children in school and outside of school
- understand the requirements of meeting the filtering and monitoring standards

For whole school bookings – please complete the booking form with the course details and attach a separate word or excel document (not pdf) with all delegate names and email addresses.

Cost per delegate	
Telford & Wrekin state funded schools (maintained schools and academies) **and non-state funded schools and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0.00
Telford & Wrekin non state funded schools (i.e. independent schools) **and colleges, or non-TW schools and colleges, which purchase any of the other 2026-27 Education Safeguarding SLA options**	£106.00
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the SLA	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 210

Raising Awareness of Contextual Safeguarding (previously Child-on-Child Abuse)

Wednesday, September 09, 2026 ***this date has been cancelled***

Tuesday, October 06, 2026
Tuesday, January 20, 2026
Tuesday, May 18, 2027
Tuesday, July 06, 2027

3.30pm to 5pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: All staff working in schools and colleges

Course Content

Keeping Children Safe in Education says, *'All staff should recognise that children are capable of abusing other children (including online). All staff should be clear about policy and procedures with regard to child-on-child abuse.'*

This course will include:

- how to minimise the risk of child-on-child abuse
- the systems in place for children to confidently report abuse, knowing their concerns will be treated seriously
- how allegations of child-on-child abuse should be recorded, investigated, and dealt with
- the processes as to how 'victims', 'perpetrators' and any other children affected by child-on-child abuse will be supported
- recognition that even if there are no reported cases of child-on-child abuse, such abuse may still be taking place and is simply not being reported
- the promotion of a zero-tolerance approach to abuse to help to prevent a culture of unacceptable behaviours and an unsafe environment for children
- recognition that it is more likely that girls will be 'victims' and boys' 'perpetrators,' but that all child-on-child abuse is unacceptable and will be taken seriously, and the different forms child-on-child abuse can take.

Key Outcomes

Delegates will:

- understand that children can abuse other children, and that it can happen both inside and outside of school or college and online
- be clear about policy and procedures regarding child-on-child abuse and the important role staff have to play in preventing it and responding where they believe a child may be at risk from it
- understand that even if there are no reports of child-on-child abuse in schools or colleges it does not mean it is not happening
- know what child-on-child is and likely to include

- how to respond to all signs, reports and concerns of child-on-child sexual violence and sexual harassment

For whole school bookings – please complete the booking form with the course details and attach a separate word or excel document (not pdf) with all delegate names and email addresses.

Cost per delegate	
Telford & Wrekin state funded schools (maintained schools and academies) **and non-state funded schools and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0.00
Telford & Wrekin non state funded schools (i.e. independent schools) **and colleges, or non-TW schools and colleges, which purchase any of the other 2026-27 Education Safeguarding SLA options**	£106.00
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the SLA	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SG 211

Schools' Role in the Safeguarding Legal Process

Thursday, November 26, 2026 ***this date has been cancelled***
9.30am to 12noon
Face to Face

Thursday, February 25, 2027
1pm to 3.30pm
Face to Face

Course Tutor: Education Safeguarding Team and Legal Services
Target Audience: DSLs, headteachers, senior leaders from schools

Course Content

This training is designed for designated safeguarding leads, their deputies, headteachers and senior school leaders and will be delivered in a workshop style.

Due to increasing involvement of schools in public and private law proceedings, including attending court and providing statements for court, this training has been designed to help DSLs and other leaders to understand more about the legal process and their involvement, including their roles and responsibilities.

Being a part of court proceedings can be a daunting task for all professionals. This training aims to help leaders understand how to prepare for attending court, giving evidence and the process for examination of evidence. It will explore the different types of courts and cases, care proceedings and court orders. An essential part of this training will be focusing on the essential skills needed to write a statement for court.

Key Aims

This course will help delegates to:

- understand what to expect when attending court
- learn about the qualities of a good witness, including being credible and reliable
- develop the knowledge and skills to support effective statement writing
- know how to prepare for court and/or involvement in the legal process

Cost per delegate	
T&W LA schools & academies which subscribe to the 2026-27 Education Safeguarding SLA	£131.00
Other non-T&W schools & academies	£157.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *Please note: All stated delegate fees are for face-to-face courses; however, where a course is delivered virtually, a lower delegate fee will be charged to reflect any savings made on venue costs – please contact the CPD Team for details via Cpdschoolimprovement@telford.gov.uk*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 212

Prevent Leads Termly Network

Monday, November 23, 2026
Tuesday, November 24, 2026 ***this date has been cancelled***
Tuesday, March 02, 2027
Tuesday, June 15, 2027

2pm to 3pm
Online via Microsoft Teams

Course Tutor: Education Safeguarding Team
Target Audience: Prevent Leads

Course Content

These termly meetings will be held on Microsoft Teams. They will enable Prevent Leads to access support and latest updates and share best practice relating to Prevent work in education settings.

Key aims

These sessions will enable Prevent Leads to:

- access relevant updates
- access relevant training
- develop best practice
- fulfil the requirements of the Prevent Duty

Cost per delegate	
Telford & Wrekin state-funded schools (maintained schools and academies) **and non-T&W schools, academies and colleges which subscribe to the training element** (option 2a) **of the 2026-27 Education Safeguarding SLA**	£0.00
Telford & Wrekin non state funded schools (i.e. independent schools) **and colleges, or non-TW schools and colleges, which purchase any of the 2026-27 Education Safeguarding SLA options**	£106.00
Non-T&W schools, colleges and any other non-school organisations which do not subscribe to the SLA	£127.20
**** 10% discount per delegate for two or more bookings on the same course from the same school*** *As this course is being delivered online the standard delegate fee has been reduced to reflect savings made on venue costs*	

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course code SG 213

Annual Safeguarding in Education Conference

Tuesday, February 02, 2027 ***this date has been cancelled***

Thursday, February 04, 2027

8.30am for registration and a 9am start to 3pm

(exact times to be confirmed)

Face to Face

Target Audience: Designated Safeguarding Leads, senior leaders, and professionals working with children and young people

Course Content

This flagship event brings together education and safeguarding professionals to strengthen practice and policy across schools and settings.

The conference will include the opportunity to hear from high-profile keynote speakers and for delegates to attend from a choice of interactive workshops. The exact programme and content will be added to this booklet once it is finalised.

Cost per delegate	
T&W LA schools, academies, post-16 providers, alternative provision providers, and non-T&W schools which subscribe to the Education Safeguarding Team's Service Level Agreement	£155 for the first delegate and £105 for each additional delegate from the same school or setting. Places will be allocated on a first come first served basis.
Other non-T&W schools	£186 for the first delegate and £126 for each additional delegate from the same school or setting. Places will be allocated on a first come first served basis.

To book a place, please send a completed booking form to:

School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 382465

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Course Calendar

Course code SIS 001

The Child with Vision Loss in Your Class

Tuesday, October 06, 2026

9.00am to 4.30pm
Face to Face

Course Tutor: Sensory Inclusion Service
Target Audience: Teachers and staff in settings who work with children and young people with low vision
(please note: this event is by invitation only)

Course Content

This event will help you to support the child or young person with low vision in your setting.

The course includes information on:

- the importance of vision
- eye conditions
- social and emotional issues
- practical simulation exercises
- curriculum access issues
- modification techniques
- the tactile curriculum

Cost per delegate	
T&W LA schools & academies – by invitation only	£65.00

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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Course Calendar

Course code SIS 002

Hearing Inclusion – The Child with a Hearing Loss in your Class

Friday, September 25, 2026

8.30am to 3.30pm
Face to Face

Course Tutor: Hazel Snape
Target Audience: Teachers and staff in settings who work with children and young people who have hearing loss

(please note: this event is by invitation only)

Course Content

Hearing and Hearing Aids

The event will provide an overview of the causes and implications of a hearing loss and how this will affect the child or young person in your setting.

It will also give staff the opportunity to learn about hearing aids, cochlear implants and associated technology through talks and bespoke practical workshops.

Language Development and Curriculum Access

The event will look at language development, how this is affected by hearing loss and ways to maximise the pupil's inclusion into mainstream schools and early years settings.

Lunch will kindly be provided by Shropshire Deaf Children's Society.

Cost per delegate	
T&W LA schools & academies – by invitation only	£65.00

To book a place on this course, please send a completed booking form to:
School Improvement ✉ Email: cpdschoolimprovement@telford.gov.uk
☎ Tel: 01952 382465

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CPI Accredited Safety Intervention Training
Pricing information and bespoke training request form

Academic Year 2026-27

CPI Accredited Safety Intervention Training *(formerly known as MAPA Training)* is only available to staff employed in LA Maintained Schools in Telford & Wrekin – either through places booked on a centrally held course or by requesting a bespoke session for a group of staff or whole-school.

Centrally held training

Details of all **centrally held CPI Accredited Safety Intervention Training** can be found in the CPD Booklet on the Telford Education Services website

Delegate places on all **centrally held courses** can be booked by completing and returning a CPD Booking Form to

Bespoke training

In addition to the centrally held training, it is possible to request bespoke training for your school, which can be for the whole school or for a pre-determined group of delegates. This training is delivered face to face and is hosted by the school.

Please note: schools may find the central held training more cost effective, depending on the numbers requiring training.

Full CPI Accredited Safety Intervention Training *(2 full days)* ***A minimum of 6 delegates; maximum of 12 delegates for one trainer, 18 for two trainers***	£177 per person *
CPI Accredited Safety Intervention Refresher Training *(one full day)* ***A minimum of 6 delegates; maximum of 12 delegates for one trainer, 18 for two trainers***	£118 per person *

Note: * to reflect the multiple number of delegates receiving training from the same school, a 10% discount (rounded to the nearest whole £) per delegate has been applied to the delegate fee for the respective centrally run course

Verbal Intervention Training i.e. without holds (usually 1 day, 9am to 3.30pm)

Verbal Intervention Training	T&W LA schools
Minimum of 6 delegates	**£570 per school** ***plus** the cost of a copy of the relevant Safety Intervention booklet per person

Notes:
- *For the CPI Safety Intervention Training & CPI Refresher Training, all delegates receive a copy of the relevant Safety Intervention booklet.*
- *Courses are subject to a minimum and maximum number of delegates.*
- *Bespoke in-school training needs to be requested on the Bespoke Safety Intervention proforma and sent via email to - a member of the Behaviour Support Advisory Team will then make contact with you to discuss the session in more detail.*
- *Once booked a cancellation fee of 35% per delegate applies within 5 days of the course (unless re-arranged dates are agreed).*

CPI Accredited Safety Intervention Training

(formerly known as MAPA Training)

Request Form for Bespoke Training
Academic Year 2026-27

Section 1: *To be completed by the Headteacher or School Business Manager of the school requesting bespoke CPI Safety Intervention Training and sent to via email*			
School Name			
Course name (please tick ✓)	**Full CPI Accredited Safety Intervention Training**	**CPI Accredited Refresher Training**	**Verbal Intervention Training**
Preferred date/s ***note:*** *for **Full** Safety Intervention Training, two dates are needed, a full day for both parts*			
Preferred start and finish time/s			
Venue for training *(usually the school site)*			
Approximate number of staff to be trained			
Will there be anyone in attendance from any other school/s?	Yes / No		
Please use the space to make any special requests			

Section 2: *To be completed by the Course Tutor and returned to the Headteacher via email in advance of the session*	
Cost of training requested above	
Equipment, room lay out, any other special requests	
Name/s of trainer/s	
Agreed dates and times of training	

Section 3: *To be completed by the Headteacher and returned to*	
Declaration *I understand and agree that:* • *on completion of the work, T&W LA may journal transfer the agreed cost from the school's cost code, detailed below* • *once booked, a cancellation fee of 35% per delegate applies within 5 days of the course; non-arrivals on the day without prior cancellation are charged at 100% of the cost (unless re-arranged dates are agreed)*	
Headteacher name / signature	
Cost code	
Date	

Please complete this form and return to cpdschoolimprovement@telford.gov.uk

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Respectful, Restrictive Engagement (RRE) Training
and Rational Engagement (RE) Training
Accredited by Training with PRIDE
Pricing information and bespoke training request form

Academic Year 2026-27

Training with PRIDE Accredited Respectful, Restrictive Engagement Training was newly introduced in September 2025 and is accessible to schools and academies in Telford & Wrekin – either through places booked on a centrally held course, or by requesting a bespoke session for a group of staff or whole-school.

Please note: To maintain your licence, Training with Pride Refresher Training must be attended every 12 months.

Centrally held training

Details of all **centrally held training** can be found in the CPD Booklet on the Telford Education Services website

Delegate places on all **centrally held courses** can be booked by completing and returning a CPD Booking Form to

Bespoke training

In addition to the centrally held training, it is possible to request bespoke training for your school, which can be for the whole school, or for a pre-determined group of delegates from the school. This training is delivered face to face and is hosted by the school.

Please note: schools may find the central held training more cost effective, depending on the numbers requiring training.

Full Training with PRIDE Respectful, Restrictive Engagement Training (RRE training) - Two full days ***A minimum of 6 delegates; maximum of 12 delegates for one trainer, 18 for two trainers****	£177 per person (pp) (T&W schools/academies only)
Training with PRIDE Respectful, Restrictive Engagement Training Refresher Training - One day ***A minimum of 6 delegates; maximum of 12 delegates for one trainer, 18 for two trainers****	£118 pp (T&W schools/academies only)
Training with PRIDE Rational Engagement Training (RE training) One day ***A minimum of 6 delegates***	£570 per school (T&W schools & academies only) **plus** the cost of the course booklet **per person**

Note: * to reflect the multiple number of delegates receiving training from the same school, a 10% discount (rounded to the nearest whole £) per delegate has been applied to the delegate fee for the respective centrally run course (where applicable)

Notes:
- *Courses are subject to a minimum and maximum number of delegates.*
- *Bespoke in-school training needs to be requested on the Bespoke Safety Intervention proforma and sent via email to - a member of the Behaviour Support Advisory Team will then make contact with you to discuss the session in more detail.*
- *Once booked a cancellation fee of 35% per delegate applies within 5 days of the course, unless re-arranged dates are agreed*

Respectful, Restrictive Engagement (RRE) Training
and Rational Engagement (RE) Training
Accredited by Training with PRIDE
Request Form for Bespoke Training

Academic Year 2026-27

Section 1: *To be completed by the Headteacher, School Business Manager or Manager of the school or organisation requesting bespoke* ***Training with Pride Accredited Safety Intervention Training*** *and sent via email to*			
School Name			
Course Name (please tick ✓)	**Full RRE training (two full days)**	**RRE Refresher training (one day)**	**Rational Engagement (RE) training (one day)**

Address *(If not a T&W school)*	
Preferred date/s ***Please note:*** *two dates are needed for the full RRE training and one day for the RE training*	
Preferred start and finish time/s	
Venue for training	
Approximate number of staff to be trained	
Will there be anyone in attendance from any other school/s?	Yes / No If yes, please provide details:
Please use the space to make any special requests	

Section 2: *To be completed by the Course Tutor and returned to the school or organisation via email in advance of the session*	
Cost of training requested above	
Equipment, room lay out, any other special requests	
Name/s of trainer/s	
Agreed dates and times of training	

Section 3: *To be completed by the Headteacher, School Business Manager, or if a non-school organisation, the Manager or Finance Officer, and returned to*	
Declaration *I understand and agree that:* • *on completion of the work, T&W LA will charge the school or organisation the agreed cost* • *once booked, a cancellation fee of 35% per delegate applies within 5 days of the course; non-arrivals on the day without prior cancellation are charged at 100% of the cost (unless re-arranged dates are agreed)*	
Name / signature	
Cost code *(where applicable)*	
Date	

Please complete this form and return to cpdschoolimprovement@telford.gov.uk

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BSAT Bespoke courses

The following courses are available on a bespoke basis, delivered by the BSAT Team. If you are interested in discussing any of these courses, please contact CPD Team Cpdschoolimprovement@telford.gov.uk .

- Youth Mental Health First Aid (two full days)
- Positive Behaviour Management in the Classroom
- Cover Supervisors - preparing for the role
- Adapting High Quality Teaching for SEMH
- Behaviour as Communication
- Building Confidence & Self-Esteem for Students
- Creating a Behaviour Curriculum
- Creating an Outstanding Behaviour Policy
- Managing Anxiety in Children
- Maximising the Impact of Teaching Assistants with Behaviour Management
- Secure Attachment in Schools
- Supporting and Developing the Role of Lunchtime Supervisors and Behaviour
- Supporting Emotional Needs of Learners
- Supporting Pupils with Down Syndrome and Behaviour Challenges
- The Impact of FASD on Behaviour
- Using Trauma Informed Practice to Develop Change for All Learners
- The Importance of Play in Primary including Sand Based Resources
- Restorative Practice
- Understanding Nurture
- Supporting Behaviour and Learning - Children with ADHD / Oppositional Defiance Disorder (ODD) & Conduct Disorder (CD)

To enquire about any of these courses, in the first instance please send an email to cpdschoolimprovement@telford.gov.uk

☎ Tel: 01952 382465

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Health and Safety Information Page

As part of the Health Protection Team, our Health & Safety Advisers are here to provide advice, guidance and support by:

- Monitoring standards for H&S management and building safety within an educational setting
- Supporting compliance with OFSTED, the Department of Education and health and safety legislation
- Help to identify any training needs and access to a full range of H&S training courses
- Provide advice on health & safety issues for the school environment.
- Site visits
- Offer bespoke H&S solutions

The Health and Safety SharePoint site which allows you access to a suite of comprehensive policies, procedures and guidance on health and safety issues. It also hosts any council safety alerts and notifications, Health and safety updates on legislation and key safety information, dedicated educational advice, the health and safety training calendar and lots of other helpful links.

If you require any further details, please don't hesitate to get in touch by emailing us at H&S_helpdesk@telford.gov.uk .

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The Severn Training & Schools Alliance

Severn Training & Schools Alliance (STSA) is based in Telford and is a partner of the Shropshire & Telford Education Partnership Teaching Hub (STEP). The Alliance draws on a large pool of talent and expertise to deliver support for schools, professional development for staff at all stages of their career and engages in research and development projects. STSA work very closely with Telford & Wrekin Local Authority and offer a complimentary CPD programme, which includes headteacher workshops, deputy/assistant heads network, courses and network meetings for English, Maths, History, PSHEE, Geography, Art, D&T and MFL as well as bespoke support and training sessions for schools in the form of half day sessions or as staff meetings. STSA also have a Makaton tutor as part of their team and offer both central and bespoke Makaton training. STSA have good links with the DfE curriculum hubs, including the Language, Maths, Science and Computing hubs.

STSA lead the Future in Mind project, which provides schools with specialised CPD to support the mental health and emotional health & well-being of children, young people and their families and provides a network of support and shared good practice for partners. Between 2024 and 2026 they led the PINS (Partnership for Inclusion of Neurodiversity in Schools) Project for Shropshire/Telford & Wrekin.

In partnership with the University of Chester, STSA offer high quality Early Years and Primary Initial Teacher Training via the School Led PGCE route.

Enquiries on any of the areas offered by the STSA can be made via email to sue.stoddart2@taw.org.uk or stsa@taw.org.uk and details of their full CPD programme can be found on their website.

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The Telford and Wrekin Safeguarding Partnership (TWSP) has a range of multi-agency training courses, resources, and learning briefings which are available for schools, colleges, early years and childcare providers to attend.

You can find further information about our training offer on the Telford and Wrekin Safeguarding Partnership | Training, including the dates of courses currently running, and how to book your place.

If you have any questions about the training that TWSP offers, please contact a member of the Partnerships Team via partnerships@telford.gov.uk and they will be able to assist you.

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Health and Wellbeing

Health and Wellbeing Toolkits

The Health and Wellbeing Toolkit for schools brings together trusted, quality-assured resources to help you support **pupils' health and wellbeing in your classroom and across the whole school community**. It includes practical materials on:

- **Physical activity**
- **Food and nutrition**
- **Mental and emotional wellbeing**

Using these resources can help improve pupils' overall health, behaviour, engagement, and learning outcomes.

The wider Workplace Health and Wellbeing Toolkit is also available to support **staff wellbeing**, offering guidance on physical activity, healthy eating, and mental health. This can help create a healthier, more resilient school workforce with better attendance and reduced stress. For further support with health and wellbeing in schools, contact: **healthimprovement@telford.gov.uk**

How to talk to children and families about weight

Children sometimes start conversations about their weight and it is best to be prepared to have these conversations either with children or their parents. The University of Bath has created an e-learning module and guidance booklet to support parents to talk to their children about weight in a positive way.

Online Training Module

Guidance Booklet

Free Ollie Training

For schools that are signed up to the Ollie programme, there are three online training sessions designed to increase knowledge and understanding around healthy lifestyles and obesity within adults and children. These courses will support learners to not only support children and families but also the health and wellbeing of themselves, their families and colleagues.

Make Every Contact Count

Healthy Lifestyles for All

MindED

Nutrition Awareness for those working with Children

If you are unable to access Ollie there are free training courses such as MECC available for free at E-learning for Health, create your free account here.

Health & Wellbeing Audits

Do you find that you're not sure where the gaps are in your health and wellbeing offer? Or are you struggling for ideas on what you should focus on next?

We have created an audit for primary and secondary schools to complete to identify the areas you are covering well in health and wellbeing and also where there may be some gaps or areas for development in your offer. The items on the audit cover the topics of physical activity, food & nutrition and school ethos & culture.

When you access the audit, you will also be given access to a shared folder with the team so that we are able provide you with resources and tools to help you in the areas you may not currently have provision for. The audit will be a live document that you can start and come back to, and you will have continued access to, to be able to update the work you are doing in school. You are also able to have multiple members of staff have access to the folder, so it doesn't have to be the responsibility of just one person.

If you would like to access the audit please get in contact with us at healthimprovement@telford.gov.uk using "School Audit" in the subject line as well as confirming the school that you work in and your role within the school in the email, so we are able to assign you a shared folder.

Schools Health & Wellbeing Webinar Series

This academic year we are offering a series of webinars to help build your knowledge on a range of health and wellbeing topics.

Sessions will be delivered by Telford & Wrekin Council teams and trusted external partners, giving you access to expert, high-quality learning. Each webinar includes time for questions and provides links to useful resources and support.

The series is **FREE** for all school staff, education providers, and home educators in Telford and Wrekin.

Click here to sign up and view this year's programme.

Return to Index
Course Calendar

Terms and conditions

CANCELLATION POLICY

All cancellations of course bookings must be made via email. Unfortunately a phone call cannot be accepted as a means of cancellation. All bookings will remain on our system until written confirmation of cancellation is received.

A charge of 35% will be incurred if a delegate place is cancelled within 5 working days of the course, with the full fee being charged for any delegate who does not arrive for a course for which a place has been booked and not cancelled. In exceptional circumstances, where a course is running again within the same academic year, we will do our best to move delegates across to the next course date. However, where notification of non-attendance is received on the day of a face to face course, a £20 flat fee will be charged to cover the cost of refreshments, the venue and administration; this will be in addition to the full course fee when the delegate next attends that particular course.

For courses which are free of charge, any delegate failing to attend, and not cancelling their place in advance, will incur a £10 delegate fee for online courses to cover administration and a £20 delegate fee for face to face courses to cover refreshment and venue costs.

All delegates will be required to sign the course register on arrival. Whilst we will make every effort, we cannot guarantee to accommodate delegates on a course for which they have not booked a place.

In the event that a course has to be cancelled, we will endeavour to give 5 working days' notice of cancellation. Other than in the case of extreme adverse weather conditions, if a course is cancelled within 24 hours of the course start time, we will refund any supply costs incurred. Any claims must be made in writing and must be accompanied by full documentary evidence.

Courses offered to schools by other teams are also advertised within this booklet. Where booking procedures and contact details are different for these courses, this information is contained at the bottom of the course page.

NOTES

Delegate Fees: Whilst we will make every effort not to do so, we reserve the right to increase the delegate fees during the year to reflect any inflationary price increases in either room hire and / or catering.

Where courses indicate that there will be a 10% discount per delegate for two or more bookings on the same course, this refers to multiple bookings on the same date or session (by two or more delegates from the same school)

Personal Data: Telford & Wrekin Council collects your personal data to enable you to be able to complete eLearning and face to face training to support your role under Article 6(1)(b) of the General Data Protection Regulations 2018 or equivalent United Kingdom legislation.

Telford & Wrekin Council will not share any of your personal data with external organisations, unless required to do so by law or to enable you to be invited to Virtual Training through Microsoft Teams. For further details on the council's privacy arrangements please view the privacy page on the council's website.

COMPLAINTS PROCEDURE

We provide a range of services to schools, including:

- bespoke consultancy support and bespoke training
- continuing professional development courses
- packages of support via service level agreements

As a service we are committed to:

- dealing with complaints and concerns quickly and effectively, and
- using the information received to review and improve our services

Sometimes we do make mistakes - if you are not happy with the service you have received from us we want to know. In most instances we would hope that any concerns can be resolved at the time - with the provider of that service. If, having done this, you still have cause for concern, please follow the steps below.

The formal complaints procedure has three stages:

Stage One - If you have a complaint or cause for concern, please contact Scott Thomas-White, Head of Service, as soon as possible.
email: Scott.ThomasWhite@telford.gov.uk

We aim to respond fully to complaints within 10 working days. If for some reason this is not possible, we will contact you to explain the reasons for the delay and let you know when you can expect a response. Most complaints will be quickly and successfully resolved at this stage.

Stage Two - In the unlikely event that you feel your complaint has not been successfully resolved we would ask you to contact our Director of Education and Skills, Rebecca Carey.
email: Rebecca.Carey@telford.gov.uk or tel: 01952 380800

We aim to respond to a Stage 2 complaint within 25 working days. If it is not possible to respond within 25 working days, we will write to you explaining the reasons for the delay and let you know when you can expect a response.

Stage Three - If you still feel your complaint remains unresolved, please refer to the Council's Complaints Procedure – which can be found on the Telford & Wrekin Council website: https://www.telford.gov.uk/your-views-matter/complaints/

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