

LONGLEY PARK SIXTH FORM COLLEGE

POLICY ON GOVERNOR TRAINING

Governors of the College need to be mindful of the need to keep themselves up-to-date with the educational affairs of the College and, generally, with developments and initiatives in Further Education. They should also recognise their responsibilities regarding the business aspects of the College (e.g. risk management, health and safety, strategic planning) and their collective duty as the Corporation laid down in the Instrument and Articles of Government.

Governors appreciate that there are a variety of mechanisms in order to facilitate their Continuing Professional Development (CPD) and the requirement that such CPD needs be capable of audit by inspectors through an appropriate evidence file, of which this policy forms a part.

Governors also recognise that their role is a voluntary one and, accordingly, time pressure may affect the scope of training that it is practicable for them to undertake. Where relevant, the costs of all Governor training sessions, wherever held and however constituted, will be met by the College. Records of CPD undertaken and the organisation of CPD sessions will be the responsibility of the Clerk.

It is proposed that ongoing training will be satisfied (but not exclusively) by the following mechanisms:

1. initial induction for new Governors
2. Strategic Planning Event - this will include a presentation on developments in the sector since the previous strategic planning event
3. seminars offered by AoC/CEL or outside training providers on relevant subjects (to which Members will be encouraged to attend)
4. presentations at Corporation meetings by officers on a specific topic/theme or within an item of business, e.g. the annual Health & Safety report would embrace a brief resume of developments in the field during the year
5. informal meetings between Governors and officers as part of the Governor Link Scheme
6. receipt of FE newsletters and other material disseminated to governors by the Clerk
7. access to the College intranet
8. occasional visits by sector representatives e.g. LSC officers, HE partners, with presentations to members being part thereof
9. Governors' own occupations and interests may well include forms of training which have a relevance to their role as governors and individuals should inform the Clerk of any such training that they may undertake so that it can be recorded (where appropriate)

Once a year, members of the Board will assess their own individual activities in respect of training, taking advice from the Clerk where necessary, and complete a certification that they believe they have satisfied the onus placed upon them individually by this collective policy. Governors may be required to produce evidence to support their self-certification.

Governors are also asked to undertake to request and receive additional training if they believe that they may not have fully met the intention of this policy in a specific year. If a governor believes that his or her training in a particular year has been inadequate, this, of itself, will not, in any way, prejudice the continuation of that individual as a member of the Corporation.