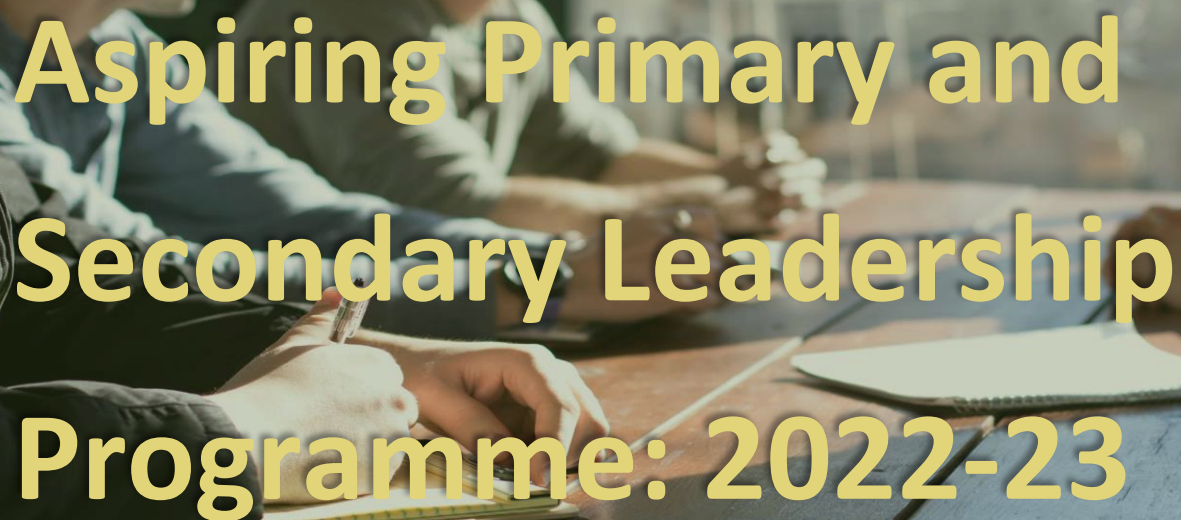


DIOCESE OF Hexham & Newcastle
DEPARTMENT FOR EDUCATION



Aspiring Primary and Secondary Leadership Programme: 2022-23

Programme details and booking forms



Diocesan Department for Education
St Cuthbert's House, West Road,
Newcastle Upon Tyne NE15 7PY.

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DIOCESE OF **Hexham & Newcastle**
DEPARTMENT FOR EDUCATION

**PRIMARY AND SECONDARY ASPIRING LEADERSHIP PROGRAMME
2022-23**

The Diocesan Department for Education is committed to identifying, forming and developing leaders at all levels in our Catholic schools.

Courses are offered for aspiring deputy headteachers and aspiring middle leaders in primary and secondary schools. Some aspects are delivered in collaboration with our Catholic Education Trusts and St John Vianney School – Teaching School Hub. The ‘Growing Our Own Primary Leaders’ middle leaders course and the ‘Middle Leadership in a Catholic School’ one day course aim to identify and develop leadership talent and potential in teachers.

Applications will also be accepted from those in non-diocesan schools who are interested in teaching in a Catholic school.

A certificate will be issued on completion of each course and the achievement celebrated at the Education Mass.

It is a requirement for delegates to attend all sessions of their chosen programme to complete the course

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ASPIRING PRIMARY AND SECONDARY DEPUTY HEADTEACHERS 2022-23

FOR CURRENT PRIMARY AND SECONDARY MIDDLE LEADERS
WHO ARE READY FOR DEPUTY HEADSHIP

The aim of this course is to explore the role of the deputy headteacher in a Catholic school and fully prepare the participant for the application process.

SESSION ONE – Catholic Deputy Headship

| | | | | | |
|-----------------|---|--------------------|---------|---------------------|---------|
| Date: | Thursday 20 Oct 2022 | Start time: | 09:30am | Finish time: | 03:30pm |
| Venue: | County Hotel, Newcastle | | | | |
| Content: | <ul style="list-style-type: none">▪ Aims of the course▪ The core principles of Catholic leadership▪ Moving to Catholic leadership▪ The role of a deputy headteacher in a Catholic school▪ Working with leaders at all levels▪ School improvement initiatives | | | | |

SESSION TWO – Preparation for the Recruitment Process

| | | | | | |
|-----------------|---|--------------------|---------|---------------------|---------|
| Date: | Wednesday 18 Jan 2023 | Start time: | 09:30am | Finish time: | 03:30pm |
| Venue: | County Hotel, Newcastle | | | | |
| Content: | <ul style="list-style-type: none">▪ Application forms▪ Supporting statements▪ Interview technique▪ Presentation skills▪ Presentation of school improvement projects by delegates▪ Individual time with recruitment advisers to work on application | | | | |

RESIDENTIAL – Full Recruitment Process

| | | | | | |
|--|---|--------------------|----------------------|---------------------|------------------------|
| Date: | Tuesday 21 Mar to Wednesday 22 Mar 2023 | Start time: | 11:00am (Tuesday) | Finish time: | 04:00pm (Wednesday) |
| Venue: | Beamish Hall Hotel, Beamish | | | | |
| <p>This residential mirrors a deputy headteacher recruitment process from the initial application through to interview activities. Individual feedback from the process is provided from Diocesan officers and recruitment advisers.</p> | | | | | |
| Content: | <ul style="list-style-type: none">▪ Application▪ Formal interview▪ Data task▪ Prayer and Liturgy▪ Presentation▪ Full individual feedback | | | | |



Course Cost and Booking Arrangements:

| | |
|--|----------------|
| Aspiring Primary and Secondary Deputy Headteachers Course Cost: | £450.00 |
|--|----------------|

Please book your place on this course using the 'Primary Aspiring Senior Leadership' booking form on page 7 of this prospectus:

[Booking Form](#)

**The closing date for applications for the Aspiring Primary and
Secondary Deputy Headteacher programme is:
Friday 07 October 2022**



GROWING OUR OWN PRIMARY LEADERS 2022-23

FOR ASPIRING AND CURRENT PRIMARY MIDDLE LEADERS

Growing Our Own Primary Leaders is a course developed in collaboration with St John Vianney School – Teaching School Hub. The aim of this course is to identify, develop and nurture middle leaders for our Catholic schools. The course consists of one face-to-face welcome session and four twilight sessions.

The course will include talks, workshops, the sharing of good practice, the planning and completion of a school-based improvement initiative, and the experience of applying for a middle leader position.

Growing Our Own Primary Leaders is aimed at those aspiring to be middle leaders and for current middle leaders who wish to become more effective in their role. Applications will also be accepted from those in non-diocesan schools who are interested in teaching in a Catholic school.

SESSION ONE

Session one of this course will be face-to-face, split between the venues listed below. You only need to attend one of the dates listed, at the venue which covers the Trust/region of the Diocese that your school is located in. Please indicate on the booking form which regional session you will be attending. **Please note that this only applies to session one; sessions 2-4 will be delivered as one group using a virtual platform and the final session will be as one group at the Durham Centre.**

Session One North

| | | | | | |
|---------------|--|--------------------|---------|---------------------|---------|
| Date: | Monday 10 Oct 2022 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | Ss Peter and Paul Catholic Primary School, Cramlington | | | | |

Session One East

| | | | | | |
|---------------|--|--------------------|---------|---------------------|---------|
| Date: | Tuesday 11 Oct 2022 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | St Aloysius Catholic Federation, Hebburn | | | | |

Session One West

| | | | | | |
|---------------|--|--------------------|---------|---------------------|---------|
| Date: | Wednesday 12 Oct 2022 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | St Mary and St Thomas Aquinas Catholic Primary School, Blaydon | | | | |

Session One South

| | | | | | |
|---------------|---|--------------------|---------|---------------------|---------|
| Date: | Thursday 13 Oct 2022 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | St John Vianney Catholic Primary School, Hartlepool | | | | |

Content:

- Aims of the course
- The distinctiveness of a Catholic school
- The mission of a Catholic school
- School improvement cycle
- Measuring impact of actions
- Introduction of school-based project task

SESSION TWO

| | | | | | |
|-----------------|---|--------------------|---------|---------------------|---------|
| Date: | Tuesday 22 Nov 2022 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | virtual | | | | |
| Content: | <ul style="list-style-type: none">▪ Outstanding middle leadership in Catholic schools▪ Implications for middle leaders working in Catholic Education Trusts▪ Importance of a broad and balanced curriculum - OFSTED expectations▪ Making and developing professional relationships▪ Monitoring teaching - observations and feedback | | | | |

SESSION THREE

| | | | | | |
|-----------------|--|--------------------|---------|---------------------|---------|
| Date: | Tuesday 24 Jan 2023 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | virtual | | | | |
| Content: | <ul style="list-style-type: none">▪ Data analysis - looking at ASP and IDSR▪ How data analysis is used in a recruitment process | | | | |

SESSION FOUR

| | | | | | |
|-----------------|---|--------------------|---------|---------------------|---------|
| Date: | Tuesday 28 Mar 2023 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | virtual | | | | |
| Content: | <ul style="list-style-type: none">▪ Job applications and interviews▪ Reviewing school-based project in preparation for final day | | | | |

FINAL SESSION

| | | | | | |
|-----------------|---|--------------------|---------|---------------------|---------|
| Date: | Tuesday 20 Jun 2023 | Start time: | 04:00pm | Finish time: | 06:00pm |
| Venue: | The Durham Centre, Belmont | | | | |
| Content: | <ul style="list-style-type: none">▪ Middle Leadership - distinctive role▪ OFSTED expectations of middle leaders▪ Presentation of improvement projects by delegates▪ Middle leaders – a Diocesan perspective▪ Celebration of course completion | | | | |

Course Cost and Booking Arrangements:

| | |
|--|----------------|
| Growing Our Own Primary Leaders Course Cost: | £250.00 |
|--|----------------|

Please book your place on this course using the 'Growing Our Own Primary Leaders' booking form on page 8 of this prospectus:

[Booking Form](#)

**The closing date for applications for the Growing Our Own
Primary Leaders programme is:
Wednesday 05 October 2022**



SECONDARY MIDDLE LEADERSHIP IN A CATHOLIC SCHOOL

FOR EXISTING AND ASPIRING SECONDARY MIDDLE LEADERS

This course explores the "why" of Catholic schools and what it means to lead with a Catholic identity. Led by Catherine Lennox, Rachel Gundlach, and Jude Wallis. Keynote speakers include Mrs M Wilkinson, Headteacher of Our Lady & St Bede Catholic Academy in Stockton, Mrs S Crawshaw, Headteacher of The English Martyrs Catholic School in Hartlepool, and Andrew Barron, Diocesan Secondary RE Adviser.

| SECONDARY MIDDLE LEADERSHIP IN A CATHOLIC SCHOOL | | | | | |
|--|-----------------------------|--------------------|---------|---------------------|---------|
| Date: | Tuesday 07 March 2023 | Start time: | 09:30am | Finish time: | 03:30pm |
| Venue: | The County Hotel, Newcastle | | | | |

Course Cost and Booking Arrangements:

| | |
|--|---------------|
| Middle Leadership in a Catholic School Course Cost: | £80.00 |
|--|---------------|

Please book your place on this course using the 'Middle Leadership in a Catholic School' booking form on page 9 of this prospectus:

[Booking Form](#)

The closing date for bookings for this session is:

Friday 03 February 2023



ASPIRING PRIMARY AND SECONDARY DEPUTY HEADTEACHERS 2022-23

BOOKING FORM

PLEASE COMPLETE ONE BOOKING FORM PER PERSON

NAME

SURNAME

SCHOOL AND TRUST

SCHOOL TOWN

APPLICANT'S CURRENT JOB ROLE

APPLICANT'S EMAIL

| COURSE TITLE | DATES | COST | BOOKING |
|--|--|------|--------------------------|
| Aspiring Primary and Secondary Deputy Headteachers | Session One: Thursday 20 Oct 2022 – 9:30am to 3:30pm County Hotel, Newcastle Session Two: Wednesday 18 Jan 2023 – 9:30am to 03:30pm County Hotel, Newcastle Residential: Tuesday 21 Mar to Wednesday 22 Mar 2023 – Beamish Hall Hotel | £450 | <input type="checkbox"/> |

By booking on the above course it is assumed the candidate will attend **ALL** sessions. It is the responsibility of the school to inform the Diocesan Department for Education if a candidate cannot attend a session or will not be continuing with the course. Cancellations within 10 working days of each session will result in full payment being required. For residential sessions, if a school cancels within 20 working days, they may be required to cover cancellation fees imposed by the venue.

CLOSING DATE FOR APPLICATIONS IS FRIDAY 07 OCTOBER 2022

PLEASE INVOICE (please note that all bookings on this form will be invoiced to the school unless stated otherwise)

I ENCLOSE A CHEQUE FOR £ PAYABLE TO 'THE DIOCESE OF HEXHAM AND NEWCASTLE'

PLEASE INDICATE IF YOU HAVE ANY SPECIAL DIETARY OR OTHER NEEDS

Please return your completed form to:

Diocesan Department for Education, St Cuthbert's House, West Road, Newcastle upon Tyne NE15 7PY.

Tel: 0191 243 3313 | Email: education@diocesehn.org.uk

The information you have provided will be stored and used by the Diocese of Hexham & Newcastle only for the purposes of running and administering the course. Details of how we process your data, and your rights, are included in the Diocesan Privacy Notice which can be accessed at <https://diocesehn.org.uk/privacy-policy> or by request from data.protection@diocesehn.org.uk



GROWING OUR OWN PRIMARY LEADERS 2022-23

BOOKING FORM

PLEASE COMPLETE ONE BOOKING FORM PER PERSON

NAME

SURNAME

SCHOOL AND TRUST

SCHOOL TOWN

APPLICANT'S EMAIL

| COURSE TITLE | DATES | COST | BOOKING |
|--------------------------------|--|-------------|--------------------------|
| Growing Our Own Leaders | <p>Session One: North: Monday 10 Oct 2022 – 4:00pm to 6:00pm Ss Peter and Paul Catholic Primary School, Cramlington East: Tuesday 11 October 2022 – 4:00pm to 6:00pm St Aloysius Catholic Federation, Hebburn West: Wednesday 12 Oct 2022 – 4:00pm to 6:00pm St Mary and St Thomas Aquinas Catholic Primary School, Blaydon South: Thursday 13 Oct 2021 – 4:00pm tp 6:00pm St John Vianney Catholic Primary School, Hartlepool</p> <p>Session Two: Tuesday 22 Nov 2022 – 4:00pm to 6:00pm – virtual Session Three: Tuesday 24 Jan 2023 – 4:00pm to 6:00pm – virtual Session Four: Tuesday 28 Mar 2022 – 4:00pm to 6:00pm – virtual Final Session: Tuesday 20 Jun 2022 – 4:00pm to 6:00pm – The Durham Centre</p> | £250 | <input type="checkbox"/> |

Session one of this course will be face-to face, split between the venues listed above. You only need to attend one of the dates listed, at the venue which covers the Trust/region of the Diocese that your school is located in. Please tick below which regional session you will be attending. **Please note that this only applies to session one; all other sessions will be delivered as one group using a virtual platform.**

North

East

West

South

By booking on to the above course it is assumed the candidate will attend **ALL** sessions. It is the responsibility of the school to inform the Diocesan Department for Education if a candidate cannot attend a session or will not be continuing with the course. Cancellations within 10 working days of each session will result in full payment being required. For residential sessions, if a school cancels within 20 working days, they may be required to cover cancellation fees imposed by the venue.

CLOSING DATE FOR APPLICATIONS IS WEDNESDAY 05 OCTOBER 2022

PLEASE INVOICE (please note that all bookings on this form will be invoiced to the school unless stated otherwise)

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SECONDARY MIDDLE LEADERSHIP IN A CATHOLIC SCHOOL BOOKING FORM

PLEASE COMPLETE ONE BOOKING FORM PER PERSON

| | |
|--|---|
| NAME | <input style="width: 100%;" type="text"/> |
| SURNAME | <input style="width: 100%;" type="text"/> |
| SCHOOL AND TRUST | <input style="width: 100%;" type="text"/> |
| SCHOOL LOCATION | <input style="width: 100%;" type="text"/> |
| APPLICANT'S EMAIL (this should be the applicant's direct email address and not a general admin email address) | <input style="width: 100%;" type="text"/> |
| APPLICANT'S CURRENT JOB TITLE | <input style="width: 100%;" type="text"/> |
| SPECIALISM | <input style="width: 100%;" type="text"/> |

| COURSE TITLE | DATES | COST | BOOKING |
|--|---|--------|--------------------------|
| Secondary Middle Leadership in a Catholic School | Tuesday 07 March 2023 – The County Hotel, Newcastle | £80.00 | <input type="checkbox"/> |

By booking for this course, it is assumed the candidate will attend the session. It is the responsibility of the school and/or candidate to inform the Diocesan Department for Education if a candidate cannot attend the session. Cancellations within 10 working days of each session will result in full payment being required.

CLOSING DATE FOR BOOKINGS IS FRIDAY 03 FEBRUARY 2023

PLEASE INVOICE (please note that bookings on this form will be invoiced to the school unless stated otherwise)

I ENCLOSE A CHEQUE FOR £ **PAYABLE TO 'THE DIOCESE OF HEXHAM AND NEWCASTLE'**

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