

2026 GOVERNOR\ SCHOOL TRAINING

#WETHINKWEMAKEADIFFERENCE

SCO Education Ltd
Company number: 15947509
Web: SCOEducation.co.uk



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Course costs

We believe that quality governance training should be accessible and represent excellent value for your organisation.

Pricing Structure

Our training courses are offered on a flexible basis to suit different organisational needs:

- **Individual Session Fees:** Participants can attend specific training sessions tailored to their needs and interests
- **Organisational Packages:** We offer discounted rates for booking multiple courses/multiple people
- **All access:** For sustained engagement, all access membership enable governors to pick and choose.

What's included?

Your training investment covers:

- Expert-led online sessions delivered by experienced practitioners
- Course materials and reference guides
- Certificates of completion for all training undertaken

	1 session	2 sessions	3 sessions	4 sessions	Bespoke (Single session)	All access
LA/ One off purchase	£350	£630	£892	£1120	£750	£6500
Multi-school <i>(Cost per participant based on 8 participants)</i>	£45	£75	£110	£140	Na	£750

Course leader

Simon Cotton – SCO Education



Simon is an accomplished educational leader with over twenty-seven years of diverse experience in the sector. He has, as a school principal and Local Authority Head of Education, delivered national training as well as successfully leading teams to improved outcomes in areas such as governor education, statutory SEND, elective home education, safeguarding, EOTAS, alternative provision QA, exclusion support, attendance management and school improvement.

Simon is an experienced Chair Of Governors and is sought after as a consultant trainer for examination boards and commercial education providers. His co-authorship of Megabyte, a KS3 curriculum teaching resource, and his involvement in Intel's teacher-training program "Teach to the Future" underscore his commitment to advancing quality education.



Get in touch today to discuss how we can support your governor training

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Governance training

Holding leaders to account (2.5 hour sessions)

Course	Description
Appraisal of the Headteachers Performance	The effective appraisal of the headteacher is a crucial part of how governors support and challenge their schools. By the end of the course governors will: • understand their roles and responsibilities regarding appraisal • know and understand the legislative framework under which appraisal is carried out • know how the process supports and develops the leadership of the school • know how the process forms part of the school's improvement cycle
Holding Leaders to Account	One of the key responsibilities for governors in both maintained schools and academies is to hold school leaders to account for their decisions chosen strategies and the impact they have on student outcomes and the effective running of the school. This course will enable governors to: • understand and carry out their roles and responsibilities in holding leaders to account confidently • Use information from school leaders, external sources and data to hold leaders to account. • Ask challenging questions and know what to look for in answers. • Oversee financial performance. • Ensure the right balance between support and challenge with a focus on ensuring the wellbeing of leaders

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Governance training

The role of a governor (2.5 hour sessions)

Course	Description
Strategy, vision and values	This session helps governors understand the importance of vision and values within a school setting. The session covers: 1. Governor oversight and strategy as an embodiment of vision, values and ethos 2. The essence of an effective Strategic Plan for a school, federation or trust 3. The role of roles of the Head, the Chair and the wider Board in the strategic planning process 4. [Academies only] The role of the LGB within an academy setting. 5. Utilising the Intent-Implementation-Impact framework in setting and summarising priorities 6. Building the detail and identifying key milestones Agreeing the final document and arrangements for its publication and renewal
Compliance: Keeping Your Organisation Safe and Secure	Compliance and ensuring the school is safe and secure is a key responsibility for governors and part of their statutory role. In this course, governors will learn: • The areas of compliance that governors must ensure are in place • How to monitor for compliance • The purpose of a risk register and how governors monitor, evaluate and mitigate risk.
Recruiting and Inducting New Governors	Effective governor recruitment is increasingly challenging, and the induction of new governors so they can carry out their roles effectively is vital. In this course, designed for those responsible for recruitment, training and/or induction, participants will learn: • Key methods for recruiting governors • How to structure and the content needed for effective governor induction

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Governance training

Being a governor (2.5 hour sessions)

Course	Description
Understanding the Role of Governing Body	Governance is an important role, and it is essential that governors understand their duties and responsibilities. This session is designed to provide an overview for new maintained school governors (including staff and parent governors) into how to prepare for their governance role. Course objectives: • The core functions of the governing body and governor codes of conduct • Essential reading for governors • Understanding governor responsibilities and liability in different schools • Understanding some of the key educational terminology • Understanding the role of staff/parent governors
Taking the Chair (3 Sessions)	Stepping into the role of Chair is a significant leadership responsibility—one that requires clarity of purpose, strategic insight, and the ability to foster collaboration. These practical and thought-provoking sessions are designed to equip new, aspiring, or recently appointed Chairs (and ViceChairs) with the confidence, knowledge, and tools to lead an effective governing board Learning Outcomes By the end of the session, participants will: • Understand the strategic role and statutory responsibilities of the Chair • Explore how to build and lead a cohesive and effective governing board • Gain tools for managing meetings, setting agendas, and ensuring impact • Reflect on Ofsted expectations and how to demonstrate effectiveness • Develop a personal action plan for leadership growth Topics include: • The Chair's role: leadership, accountability, and influence • Building a strong team: relationships with governors, the Headteacher, and Clerk • Chairing meetings with purpose and professionalism • Strategic planning and monitoring school improvement • Navigating challenge, conflict, and consensus • Self-evaluation and succession planning • Ensuring governance is low maintenance but high impact



Governance training

Being a link governor (2.5 hour sessions)

Course	Description
Understanding the role of the Link Governor	What is a link governor? Why are link governors important? How can governors effectively work strategically with senior leaders to drive school improvement? How can governors monitor the progress or performance of the school? What can I do to prepare for a link meeting? The above questions are ones which will be investigated throughout this session as a practical overview of the role of link governor is reviewed. Course objectives: • To understand how can link governors can prepare for link meetings • To be aware of how governors can work strategically with school leaders to drive school improvement.
Understanding the role of Safeguarding Governor	It is a statutory requirement for all maintained school governing bodies to have a governor who oversees Safeguarding. This session has been designed to provide an understand of the safeguarding link role as well as provide some practical guidance/questions/checklists for governors who have accepted this monitoring role for the governing body. Course objectives: • To understand the role of the safeguarding governor/link • To review a checklist of areas relevant to the safeguarding link role • To discuss practical checks the safeguarding governor can make • To consider questions governors might ask across a range of safeguarding areas • To be aware of questions Ofsted may ask during inspection
Understanding the role of SEND Governor	It is a statutory requirement for all maintained school governing bodies to have a governor who oversees SEND. This session has been designed to provide an understand of the SEND link role as well as provide some practical guidance/questions/checklists for governors who have accepted this monitoring role for the governing body. Course objectives: • To understand the role of the SEND governor/link • To be aware of the practical checks the SEND governor can make • To review questions governors might ask across SEN



Governance training

Being a link governor (2.5 hour sessions)

Course	Description
Supporting Staff WellBeing	The Ofsted framework prioritises teacher well-being and considers whether there are robust policies and procedures in place to train, involve and protect staff. Course objectives: • To understand governor responsibilities in respect of well-being • To consider the outcomes from the DfE staff well-being charter and the benefits of improved staff wellbeing • To understand Ofsted's interest in well-being and links to the inspection framework. • To provide practical suggestions for governors to support wellbeing and a positive culture.
Understanding the Role of the Link Governor for Middle Leaders/Subject Links/TLR Holders, development plan areas for development	Supporting leaders in school improvement and monitoring the progress towards strategic outcomes is a key part of governance. Aside from the statutory link roles or links with senior staff governors may also link with a range of TLR holders or those with responsibility for an area of the school development plan. This course provides a framework to help governors work effectively across a variety of responsibility areas providing questions which can be asked generally or applied to specific areas of school life such as attendance, PSHE, RE, Pupil premium etc. Course objectives: • To understand how governors might work with middle leaders in the link role • To consider a framework which governors might utilise with middle leaders • To be aware of questions which governors might ask middle leaders across a range of areas including pupil premium, attendance, British values, PSHE RE, literacy and numeracy

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Governance training

School improvement and governance(2.5 hour sessions)

Course	Description
Working Together to Improve School Attendance	Improving attendance, reducing persistent absence. This course will cover: • What is expected of Governors and Schools in the DfE Working Together to Improve School Attendance Guidance • Legislation regarding school attendance • Policy, practice and data in your school to help improve attendance performance
Suspension and Permanent Exclusion – The Governor’s Role	This course is recommended to all governors involved in suspension and exclusion hearings. DfE guidance expects governors to have completed training in this area every two years. This course: • provides an overview of the headteacher’s role and duties • explains the duty of the governing board to consider a suspension or permanent exclusion • equips governors to sit or lead a “Governors Disciplinary Committee”
MOCK Suspension and Exclusion scenario’s	Involvement in permanent exclusions can be challenging for governors, This session focuses on allowing governors to test their knowledge of exclusions via a series of mock scenario’s / examples Governors will be coached through a range of challenges using mock exclusion paperwork. The session will develop governor decision making utilising real world situations. Course objectives: • To understand the exclusion and independent appeals process • To be aware of the reason why exclusion decisions can be challenged To be able to identify investigation or procedural issues which may result in an exclusion being returned by an independent review panel.



Governance training

School improvement and governance(2.5 hour sessions)

Course	Description
Budget Setting and Impact Monitoring	Budgeting and financial management training is essential for school governors. This course is aimed at all governors who have not previously had any significant role in budget setting or monitoring and helps support this role via a practical framework of checks and questions. Course objectives: • To understand how maintained schools are funded • To explore how governing boards should set, approve and monitor budgets. • To consider a range of questions governors might ask senior leaders which help ensure a school budget has been drawn up effectively. • To understand where savings might be made in a school setting
Disadvantage and Pupil Premium: Strategy, Funding and Impact	The new Ofsted framework places considerable emphasis on inclusion. This course will look at: • What is the pupil premium grant? • What the government expects schools to use the funding for • How schools have to report on their spending and impact • The role of the PP governor

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Complaints training

Complaints training for governors and school staff

Course	Description
Understanding concerns and complaints	Governors are an important part of the complaints and investigation process. Whilst complaints can be made to Ofsted, ESFA etc most of these processes require the complainant to have exhausted the schools' internal complaints process first. This session considers the role of governors within the complaints process as well as providing an insight as to how the monitoring of complaints can provide important information in respect of school operation. Course objectives: • To understand the psychological driver for complaints and why parents complain • To be able to recognise a complaint vs a concern • To be aware of routes parents can take when complaining • To understand the role of governors, HT and front line staff in the complaints process
Reviewing your schools concern and complaint systems	Nationally complaints have increase in number year on year. Not only do complaints take time, they This course seeks to: • Provide an opportunity to review your concern and complaint practice • Review the complaint channels available to parents • Offer suggestions as to how you can gain control over the number of complaints being recieved • To consider post complaint management and data tracking
Complaints handling for front-line staff	65% of Headteacher's nationally have indicated that complaints create well-being issues for staff. Handling complaints well is an essential part of the complaint process - Schools rarely provide front-line staff with the training required to handle first and on-going contact. This course seeks to: • Help staff understand the psychology of concerns and complaints • Provide front line staff with an understanding of complainant types • Provide front line staff with practical techniques to engage with complainants • Understand the power of ongoing communication



Complaints training

Complaints training for governors and school staff

Course	Description
Managing AI and social media complaints	Nationally complaints have increase in number year on year. This course seeks to: • Provide an opportunity to review your concern and complaint practice • Provide practical suggestions for addressing AI and social media complaints • Allow school staff and governors to use scenario's to test their practice



Updates

Governance updates(2.5 hour sessions)

Course	Description
Governance updates for 2026	A practical rundown of the regulatory and policy shifts shaping governance this year. From new compliance requirements to evolving board oversight expectations, this update breaks down what's changed, why it matters, and what organisations need to do to stay ahead. Clear, actionable, and built for decision-makers who don't have time to sift through the fine print.



Other training

Governance professional training(2.5 hour sessions)

Course	Description
Clerks suspension and exclusion training	This course is recommended to all clerks involved in suspension and exclusion hearing. DfE guidance expects governors to have completed training in this area every two years. This course: • provides an overview of suspension and exclusion • considers the clerks role in suspension and exclusions hearing • helps clerks understand the practical letters, requirements for this process
Suspensions and exclusions for senior leaders	This practical training equips senior leaders with the knowledge and confidence to handle suspension and exclusion processes fairly, lawfully, and professionally. What You'll Learn • Legal framework and statutory guidance • When suspension and exclusion are appropriate • Step-by-step practical processes from investigation to decision-making • Safeguarding and duty of care responsibilities • Parental communication and appeals procedures • Record-keeping and documentation requirements • Real-world case studies and common pitfalls

"Governance **excellence** is not a destination—it's a commitment to **continuous improvement**."

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