

**Governors' Conference**

16 May 2018

Honiley Court Hotel,

Meer End Rd, Honiley, Kenilworth CV8 1NP

9:00	Arrival – Coffee/Tea	
9:30	Introduction	Chris Malone, Head of Service, Education and Learning
10:00	<b><u>GDPR Training for Governors</u></b> As a result of the introduction of new data protection legislation in May 2018, schools will now be under a number of new legal duties aimed at ensuring that organisations are in a position to show how personal information is being used by the organisation, who it is being shared with, and why it is being kept at all. This session is designed to provide an introduction into the world of the General Data Protection Regulation for all governors, demystifying a complicated area of law and to provide a simple how-to guide for governors to follow to ensure that the school's duties as a "data controller" and a "data processor" are complied with.	Guy Darvill, Solicitor, Warwickshire Legal Service
11:30	Coffee/Tea Break	
12:00	<b><u>Dealing with Complaints</u></b> From time to time, any school may receive a complaint from a parent or others, so it makes sense for the governing board to be prepared to deal with it fairly and efficiently. The best way to minimise stress for all concerned is to base your process on a published complaints policy which clearly lays out the steps required of the complainant and the school. This workshop will: <ul style="list-style-type: none"> <li>• Outline the requirements of DfE regulations and guidance</li> <li>• Examine a model complaints policy</li> <li>• Discuss each step in the complaints procedure, focusing on the roles of the chair of governors, panel members and clerk.</li> </ul>	Amanda Gardiner Governance Support & Communication Officer
13:00	Lunch	
13:45	<b><u>Exclusions</u></b> This session has been designed following many requests from Governing Bodies, Head Teachers and Local Authorities to provide training for governors likely to be involved in deciding whether to uphold Fixed Term or Permanent Exclusions. The session will provide in depth guidance on the law and procedure to ensure that decisions are taken lawfully and will be robust if challenged through an Independent Review Panel, the Department for Education, or a court. This will include an explanation of the aspects of the Equality Act 2010 and Human Rights Act 1998 which should be considered by governors when making decisions. Independent Review Panels have the power to quash Governing Body decisions, but attendees at this session will be provided with the tools to reduce the risk of this happening to their school and to make sure that they make higher quality and fairer decisions in the future.	Guy Darvill, Solicitor Warwickshire Legal Services & Nikki Daly, Lead Officer Exclusions
16:30	Finish	