

Learning Link modules

With over 60 governance modules aligned to NGA's Knowledge Centre, our suite of 10 collections cover:

Core modules

A suite of eight modules covering key governance areas, perfect for those new to governance or those looking for a refresher. (These modules are included within each of the categories below).

Modules	Duration
<u>Governance: Your role, your responsibilities, your organisation</u>	2 hrs
<u>Your organisation: Understanding school structures and what children should learn</u>	2 hrs
<u>Strategy: Living your values, reaching your vision, managing the risk</u>	2 hrs
<u>Progress and attainment: using data to improve educational outcomes</u>	2 hrs
<u>Effective financial governance in schools and trusts</u>	1 hr
<u>Working Together: Building the team and improving the organisation</u>	1 hr 30 mins
<u>Compliance: Assuring your organisation, keeping it safe, secure and solvent</u>	1 hr 30 mins
<u>Effectiveness: Governance making an impact, changing lives</u>	1 hr 30 mins



Structures, roles and responsibilities

These modules will help you to understand school and trust structures, and what is expected of you as a governor or trustee.

Modules	Duration
<u>Governance: your role, your responsibilities, your organisation</u>	2 hrs
<u>Getting it right as a staff governor</u>	50 mins
<u>Different models of governance</u>	55 mins
<u>Stakeholder engagement: the governance role</u>	15 mins
<u>Effective MAT governance</u>	1 hr 15 mins
NEW <u>Introduction to local governance</u>	20 mins



Good governance

These modules aim to help you improve the effectiveness of your governing board, including visiting your school or schools, Ofsted inspections and succession planning.

Modules	Duration
<u>Effectiveness: governance making an impact, changing lives</u>	1 hr 30 mins
<u>Working together: building the team and improving the organisation</u>	1 hr 30 mins
<u>Handling difficult situations</u>	55 mins
<u>Ofsted inspections: a guide for governing boards</u>	45 mins
<u>Governance visits to schools</u>	10 mins
<u>Succession planning</u>	40 mins
<u>Governance monitoring: a tool to help drive improvement</u>	10 mins
<u>Holding to account: how to question and challenge</u>	15 mins
<u>Holding to account: how to conduct a courageous conversation</u>	15 mins
<u>Ethical Leadership: a planning tool</u>	Up to 45 mins
<u>Interactive NGA skills audit</u>	Up to 60 mins
<u>Environmental sustainability: the governance role</u>	30 mins



Vision, ethos and strategic direction

Covering risk management, evaluating effectiveness and your role in school improvement, these modules will help you shape your school or trust's strategic direction.

Modules	Duration
<u>Equality, diversity and inclusion programme</u>	1 hr 30 mins
<u>Strategy: living your values, reaching your vision, managing the risk</u>	2 hrs
<u>Monitoring and evaluation</u>	55 mins
<u>Creating a new vision for your school or trust</u>	15 mins



Pupil success and wellbeing

These modules focus on the core purpose of your schools or trust – the quality of education it should be providing to pupils.

Modules	Duration
<u>Your organisation: understanding school structures and what children should learn</u>	2 hrs
<u>Progress and attainment: using data to improve educational outcomes</u>	2 hrs
<u>Arts, culture and creativity: improving your school or trust and its curriculum</u>	45 mins
<u>Early Years education</u>	1 hr
<u>Monitoring performance data and targets</u>	50 mins
<u>The governance of SEND</u>	30 mins
<u>Pupil premium</u>	55 mins
<u>Minimising exclusions</u>	15 mins
<u>Panel work programme</u>	3 hrs



Staffing

These modules cover the key stages in the lead executive recruitment process and the critical role the board has in holding executive leaders to account through effective headteacher appraisal.

Modules	Duration
<u>Headteacher appraisal and capability</u>	55 mins
<u>Setting performance objectives for executive leaders</u>	15 mins
<u>Recruiting a senior executive leader</u>	1 hr
<u>Management of workload and wellbeing: the governance role</u>	15 mins



Finance

These modules will provide you with the tools and approaches for developing financial efficiency in your school or trust.

Modules	Duration
<u>Effective financial governance in schools and trusts</u>	1 hr
<u>Using Integrated Curriculum and Financial Planning (ICFP)</u>	15 mins



Compliance

Covering key areas of compliance such as safeguarding, health and safety and admissions, these modules will make you aware of the most important points from legislation and guidance.

Modules	Duration
<u>Compliance: assuring your organisation, keeping it safe, secure and solvent</u>	1 hr 30 mins
<u>Essential safeguarding for governors and trustees</u>	1 hr
<u>Health and safety</u>	1 hr
<u>Safer recruitment</u>	1 hr 15 mins
<u>Handling complaints in schools and trusts</u>	45 mins
NEW <u>A whole-school approach to food</u>	1 hr 30 mins



Clerking

These modules will help new and experienced clerks to get a better understanding of their role and how to carry it out well.

Modules	Duration
<u>Panel work: an introduction</u>	25 mins
<u>How to: review suspensions and exclusions</u>	45 mins
<u>How to: run an effective admissions appeal panel</u>	45 mins
<u>How to: run an effective HR review panel</u>	45 mins
<u>How to: run an effective complaints review panel</u>	45 mins

<u>Introduction to clerking programme</u>	10 mins
<u>What does the governance professional do?</u>	40 mins
<u>How governance works</u>	40 mins
<u>How to: clerk in different types of school organisation</u>	20 mins
<u>How to: find and use key sources for governance</u>	30 mins
<u>How to: arrange meetings</u>	20 mins
<u>How to minute a meeting effectively</u>	40 mins
<u>How to: manage information and documents</u>	20 mins
<u>How to: support the membership of the board</u>	30 mins
<u>Clerking in new contexts: MAT local governance tier</u>	2 hours
<u>Clerking in new contexts: LA maintained governing board</u>	2 hours
<u>Clerking in new contexts: academy trust boards</u>	2 hours
<u>How to: support the development of the board</u>	30 mins
<u>How to: become a trusted advisor</u>	30 mins
<u>How to: clerk courageously</u>	30 mins

Bitesize modules

A selection of modules in easily digestible bite-sized chunks that take between 5 and 15 mins to complete.

- [Minimising exclusions](#)
- [Governance monitoring: a tool to help drive improvement](#)
- [Governance visits to schools](#)
- [Setting performance objectives for executive leaders](#)
- [Creating a new vision for your school or trust](#)
- [Holding to account: how to conduct a courageous conversation](#)
- [Holding to account: how to question and challenge](#)
- [Using Integrated Curriculum and Financial Planning \(ICFP\) to resource the best curriculum for your pupils](#)
- [Stakeholder engagement](#)

Further online modules



Included in the NGA learning Link offer are a range of modules developed by Virtual College for a wider audience, which provide useful background information on a range of topics with relevance to governance such as important aspects of safeguarding and health and safety.