

Leading Practice events: frequently asked questions

1. What is this seminar about?

The seminars are one-day events for school leaders on specific topics that are affecting them today. A unique opportunity to expand and develop their thinking and practice. They put school leaders at the heart of the debate. They help shape the future of school leadership research, policy and practice.

2. Who should attend the seminar?

Headteachers and senior leaders who have a role in informing practice and the strategic direction of the school. Group bookings are not possible, and so if you would like another member of staff to attend with you, please instruct them to register individually for the same seminar.

3. What's in it for me and my school?

Previous evaluations have shown that over 90% of people who attended a seminar last term said: their understanding has improved, they heard about new ideas/practice, they were inspired to take action, they had the opportunity to share views and talk to colleagues, they shared the outcomes with their school/organisation, they would attend another LP seminar.

Three quarters had made a difference to them and their school/organisation – and nearly half of people responding said that they had changed an aspect of their practice.

4. How do I register?

To register, please log on to the NCSL website using the following link <http://www.ncsl.org.uk/leadingpractice>. If you have any queries regarding leading practice seminars, please email the leading practice team via research@ncsl.org.uk or telephone 0845 609 0009.

5. Can I use my EHP (Early Headship Provision) Grant to pay for this seminar?

Yes, it is possible to use your grant to pay for this seminar. During the registration process there will be an option to select this method of payment.

6. What does it cost?

One-day seminars cost £100 each per person. Events at the college have accommodation offers included £140 – one delegate, seminar and accommodation, £220 – two delegates from the same school/organisation and accommodation.

7. Is there a discount for more than one person attending from the same school?

Yes, only on accommodation offers at the college.

8. Will our school receive supply cover or other reimbursement?

No, there is no funding for supply cover or expenses, including for small schools.

9. What are the timings for the day?

Registration will commence at 0930 and the seminar will begin at 10.00. The seminar will conclude at approximately 1600.

10. I have specific dietary/accessibility needs. What should I do?

Please ensure that you include details of any specific requirements when you register for the event. If you have any concerns or would like to discuss particular requirements in more detail, please contact a member of the primary leadership team at research@ncsl.org.uk.

11. I think I have registered on your course but have not received a confirmation email? Is there any way to check my reservation?

Registrations can be checked by telephoning the helpdesk on 0845 609 0009, or by sending an email to research@ncsl.org.uk. Registrations are provisionally confirmed by email, although this does not act as a guarantee of a place on the event. Places on these events are only secured by payment of the registration fee, by cheque, BACS payment or EHP (Early headship provision) grant.

12. I have received an email saying that my place could not be saved, as payment had not been received within the allotted timescale. I would still like to attend the seminar, can I re-register?

Due to the popularity of these seminars, we cannot hold places for people who have not made payment 7 days prior to the seminar date. You will not be able to re-register for the same seminar as the list for this seminar will have closed. If you would like to attend another of our seminars, please register for that seminar at www.ncsl.org.uk/leadingpractice

13. I have just found out I cannot attend. Can I send someone else in my place?

If you cannot attend and would like someone from your school to attend in your place, please contact the Leading Practice team via research@ncsl.org.uk so that we can update the details.

14. I cannot attend and do not have anyone to attend in my place, can I get a refund?

No, refunds can only be offered if at least 14 days notice is given that you cannot attend.

15. I cannot attend the seminar that I originally signed up for – can I transfer to another seminar?

Subject to availability you may be able to transfer to a later seminar, providing that you inform the team at least 14 days prior to the start of your original seminar. If this is the case then please contact the help desk on 0845 609 0009 or the Leading Practice team via research@ncsl.org.uk

16. Are there any materials available or pre-reading lists for these workshops?

Materials and pre-reading information will be available on your my Learning page when you have fully registered and paid for the seminar.

17. Is overnight accommodation available?

Over night accommodation is only available, subject to availability at seminars held at NCSL, Nottingham. The accommodation is provided the night prior to the seminar unless otherwise requested.