



Harrow Collegiate Alliance

Professional
Development
2024 - 2025

www.harrowcollegiate.co.uk

@HCA_EduCPD



Welcome

Welcome to our HCA brochure for 2024-2025. Our programmes are intended for primary, special, PRUS and secondary schools. They are planned and delivered by staff working across these schools who have an insight into the demands of the curriculum, teaching and learning. There are a range of stimulating programmes planned for this academic year which we anticipate will interest you. This includes pr aspiring leadership programmes,, shadowing projects, presentation skills and other proposals. As part of your subscription, each institution is entitled to one day of school improvement work. This can include a subject leader conversation, curriculum reviews, safeguarding, attendance, personal development, leadership management support.

As part of our commitment to the national teacher recruitment and retention strategy, we work as local delivery partners with Teach West London to embed the Early Careers Framework. In addition to our programmes, we also plan to welcome a selection of guest speakers throughout the academic year. This will be shared with schools accordingly.

We hope you enjoy our portfolio of programmes which showcase our ethos that learning is for life. All our professional development programmes are run by practitioners, for practitioners. Please do not hesitate to contact us for further information by visiting our website www.harrowcollegiate.co.uk or via email at info@harrowcollegiate.co.uk

Dr Janice Howkins OBE

What our staff say:

“It was well-organised, the materials were provided well in advance for those who wanted to read them beforehand; Becky was always friendly and open to answer any questions we had; having the opportunity to listen to other current middle leaders answering how they would cope in certain scenarios was useful and makes one feel more at ease.”

(Ready for Curriculum Middle Leadership Programme)

“It was great to hear from so many different leaders, as from working at the same school since my PGCE, you don't always hear how other schools do things differently. The Appraisal, accountability and finance was very useful, as being a Middle Leader, you don't usually get involved with the finance side of the school. The mock interview day was great, I liked that as we were not in "competition with each other", we could talk through the tasks, which helped me see some of them in a different way. The hospitality was great on this day too! It has been a great way to network too.”

(Aspiring to Senior Leadership Programme)

“There was opportunity to work in a group with people who had a variety of experiences and were at different stages in their career. Feedback was specific, constructive and honest without being demoralizing .Mock interviews with a panel of professional women - incredibly valuable and realistic!.”

(Women into Leadership Programme)

“Zara and Joel ran a concise course that gave a comprehensive overview of Pastoral management. It gave me confidence in my current role and broadened my experience. I really appreciated the nuance they gave in each of the sessions and the professionals they had support.

Connecting with people from other schools and gaining a deeper understanding of how pastoral management was run across the borough”

(Aspiring Pastoral Leadership Programme)

Teaching and Learning Programmes



HCA Etiquette

There is an expected protocol which guides the running of the HCA programme. All the HCA programme leads prepare and deliver the programmes in their own time and on a voluntary basis. They pledge to plan and present their programmes to the best of their ability. Likewise, there is an expected commitment on their cohort's part too. This is a pledge of participants on the various programmes to fully commit to attending and, on the occasional circumstance where an absence is unavoidable, to inform the relevant programme lead and Steering Group representative no less than two days before the programme session, as a matter of courtesy.

There is also a short online evaluation form for all programmes and which is required to be completed at the end of a programme. Signing up to a programme confirms a commitment to this. The feedback these forms provide allows valuable insight into the programme's progress and helps inform future planning, funding and mapping. We appreciate the participants' cooperation in this.

1. Curriculum & Pedagogy: Exploring What Works/ An Evidence - based Approach

This five-part twilight programme examines strategies for ensuring our students achieve their best and remember more for longer. We will look at what evidence from Cognitive Psychology initiates

Topics examined include:

- Planning our curriculum effectively and ambitiously
- 'Thinking hard' and strategies for challenge
- Memory, retrieval and memory hacks
- Dual coding, cognitive load theory and spaced practice
- Effective revision strategies
- Metacognition
- AI and 'pedtech' tools to support pedagogy
- Enrichment and extension for the most able

The programme takes place online with one session at Bentley Wood High School

2. Developing Great Teaching Programme

Developing Great Teaching consists of six half-termly sessions led by middle and senior leaders. The sessions focus on pedagogy and developing outstanding teaching using the latest evidence and research. The twilight programme builds on a collaborative approach with the learning developing over the year. Participants have the opportunity to work across schools in the HCA, often grouped into subject expertise. Developing Great Teaching Sessions cover:

- Metacognition; note taking and note making
- Exploratory talk and questioning
- Grouping and AfL
- Preparation for Pair/Triad Learning Observations (LOs)
- Feedback from 1st LOs and preparation for 2nd
- How has my teaching developed this year?
How can it develop further next year?

This programme takes place at Oak Wood School

Teaching and Learning Programmes

3. EAL Programme

This programme aims to equip staff with the specialist knowledge and tricks that can be used inside and outside of the classroom to support both beginner and advanced EAL students. The Programme consists of five twilight sessions throughout the year aiming to cover:

- Introduction to EAL
- Supporting beginner EAL students
- Supporting Advanced EAL students
- Supporting students thorough working with EAL parents

This programme takes place online and at Bentley Wood High School.

4. Developing an Adaptive and Ambitious Curriculum For SEND Students

This programme is aimed at senior and middle Leaders, teachers and teaching assistants. Meeting the needs of students with SEND is everyone's responsibility. This programme focuses on developing an inclusive school. The implications of the Green Paper/SEND Review (2022) will be explored with practical strategies shared for planning and delivering the curriculum. There are 5 sessions across the year

5. Literacy Across the Curriculum

'Literacy is a bridge from misery to hope,' Kofi Annan, United Nations General Secretary 1997-2006. If literacy is often the greatest barrier to social mobility, what can we do in schools to dismantle that barrier? How can we engage parents, especially those who don't read English confidently themselves in our work to improve literacy? How can we work collaboratively with our Inclusion and EAL teams to improve students'

literacy and develop our own practice? How can we ensure that teachers of all subjects understand their role in raising students' literacy skills?

This is a new programme aimed at teaching staff: both experienced and newer colleagues of any subject area including teachers who have a whole school literacy role. Each half-term session will take place in-person at Nower Hill High School from 4.15 - 5.30 and will be led by both middle and senior leaders. Exact dates will be confirmed by the end of September.

The sessions will cover the following areas:

- Closing the Vocabulary Gap
- Closing the Reading Gap; is it different for boys?
- Meeting and Managing the Shift in Reading Challenge between Primary and Secondary
- Supporting Students' Writing
- Creating a Whole School Reading Culture: challenges and opportunities around new technologies
- Making Best Use of Finances and Resourcing including the School Library.

6. Mentoring and Coaching

This is a new programme suitable for anybody who is interested in starting on a mentoring journey, or who would like to develop their skills in coaching and mentoring.

Instructional coaching is one teacher CPD strategy that has a proven impact on teacher expertise. This course explores the differences between coaching and mentoring and instructional coaching models that combine the two.

Delivered across six one hour twilight sessions, this programme allows participants to explore how to establish an effective coaching relationship and discusses a framework to support the coach in facilitating the self directed learning of a colleague.

This will involve practising effective strategies to deliver feedback and navigate professional conversations.

7. AI in Education

This new programme where we consider the implications of AI on examinations and coursework as well as its potential to reduce working to enhance teaching and learning as well as administration support to reduce workload. The course focuses on:

- Sharing knowledge and best practices regarding the use of AI tools in the classroom.
- Collaboratively developing AI-related policies to guide our schools across the borough.
- Staying updated on the rapidly evolving landscape of educational AI.

This course will be online and led by a representative at Bentley Wood.

8. Enrichment, Enhancing and Extending Curriculum Provision

This group will provide an opportunity for leaders to meet and share their Supracurricular provision. Working together to look at how we can further enhance our curriculum provision and extend our students and develop their curiosities The programme will comprise of 6 twilight sessions covering the following areas:

- Sharing ideas from our own schools
- Trips to enhance the curriculum
- Lectures and speakers to enhance the curriculum – online and in person
- STEM
- Arts
- Summer holiday plans

The group will explore how schools can ensure DSV Students and those with SEND attend and are accessing opportunities. The course will be held at Harrow School

Teaching and Support Staff Programmes

9. Mindfulness

Aimed at staff across all sectors, this 8-session twilight programme is very popular. Mindfulness is about directing our attention to focus on our experience in the present moment. It trains us to respond in a more skillful and more focused way to whatever is happening right now: good or bad. It enables more effective learning, clearer thinking and better performance. This programme is designed specifically for Educators. This programme runs once a year across consecutive weeks at Bentley Wood. Staff are advised to ensure that they can attend all sessions to get the best out of the programme. It explores:

Waking up to Autopilot. Participants are encouraged to notice how much of their lives are spent in autopilot and not really noticing. Bringing Curiosity to our Experience. Learning again how to be curious and look at things with beginners' eyes.

Mindfulness in Daily Life. Making mindfulness more active and seeing how we can use it in daily life to notice what is good.

Stepping Back and Noticing Interpretations. Coming to realise how we interpret things isn't always a true reflection of the situation. Exploring Difficulty: Building Resilience. Mindfulness does not remove the difficult things from our lives but it can help us relate to them in a healthier way. Relating to Others and Ourselves. Assessing difficult communication and understanding our position in ways that can help us gain a greater perspective and therefore we can relate to others and ourselves more effectively.

Developing Balance in our Lives. Understanding that we have to do things in our lives that we don't necessarily enjoy or feel energised by, but looking at developing a better attitude towards those things and creating a better balance with more energising things.

Mindfulness and the Rest of Your Life? Recapping all of the learning from the course and supporting participants in figuring out how mindfulness might be a more permanent feature of daily life.

10. Presentation Skills

This is a session delivered by Clare, who has worked in the media and corporate world for the majority of her career. She has 15 years of coaching, facilitating and training clients to build their confidence and hone their presentation skills to help ensure they each stand out from the crowd. This one off workshop focuses on presentation techniques for influence and persuasion. The course is for those who want to increase their presence and impact in a team environment or with students; those who want to be more assertive and confident in their day to day work.

This course is one twilight session of 3.5 hours at Hatch End High School.

11. Providing High Quality In Class Support

This is a course designed for Education Support Staff in the classroom such as Teaching, Learning and Support Assistants. The group will look at how we can best support students in the classroom with a range of learning needs.

12. Developing Yourself and Managing Others Programme

This is a dedicated professional learning opportunity for all educational support staff (ESS), to reflect and develop their professional skills and to share their experiences with staff from other schools. There are six sessions at Park High School during the school day (1:15-3:15pm) from January to June/July. Please note cover will need to be arranged to support staff attending this day-time programme.

Topics include:

- Obstacles to efficiency
- Delegation and difficult conversations
- Management of change.

The programme has been developed in consultation with staff and is led by educational support staff.

13. Trauma Informed Practice in the Mainstream Secondary School Environment

This programme covers the following areas:

- An introduction to attachment theory and how this links to practice in school.
- Current educational policy and the support relating to Looked After Children and other vulnerable groups.
- The importance of inter-agency working and being proactive when working with Looked After Children and other vulnerable groups
- Organising pastoral care in a manner that supports Looked After Children and other vulnerable groups.
- The form tutor role and why it is important.
- The importance of support for you as an individual.
- Developing an Attachment Support Plan for students in your school
- Creating safe spaces for vulnerable young people
- Planning a mini-CPD session to be delivered in your school
- Reviewing the implementation of the Attachment Support Plan
- Planning for the future: How can this course develop pastoral care in your school?

This programme is 4 twilight sessions held at Pinner High School

Leadership Programmes

14. Aspiring Pastoral Middle Leadership Programme

For colleagues both new to or aspiring to a Middle Leadership role in pastoral student support, for example Heads or Assistant Heads of Year or House. The programme provides guidance on leading a year group, tutor team, working with home and support agencies. The course will cover pastoral issues and dealing with common problems.

This includes:

- Leadership of a Year team
- Use of data and multi-agency work including safeguarding
- Home engagement

The programme comprises of six one-and-a-half-hour twilight sessions.

15. First Steps to Curriculum Middle Leadership Programme

For colleagues who have aspirations of curriculum middle leadership and would like to develop their understanding of the underlying principles of leadership as well as the expectations and challenges of leadership within a school context. The programme, consists of six one-and-a-half-hour twilight sessions and allows participants to explore current education leadership theory, reflecting on their own practice.

16. Ready for Curriculum Middle Leadership Programme

For colleagues who are new to or ready to take on a curriculum middle leadership role. The programme provides opportunities for participants to engage in dialogue with colleagues, facilitated by experienced leaders. Key areas of middle leadership will be addressed such as; leading and managing a department, holding difficult conversations and using Data Effectively to raise standards and Improve Outcomes. This programme takes place online (4 sessions) and at Hatch End High School (2 sessions)

17. Extend and Enhance your Leadership and Management

This course is for experienced HoFs, HoDs or other middle leaders who wish to further develop their leadership qualities and skills. It consists of six twilight sessions and challenges participants to reflect on their own practice *and how to support and challenge their team towards success*. We explore the theory behind high performing teams and leadership of change and participants are encouraged to develop their own 'team leadership action plan' which is revisited throughout the programme.

This programme takes place at Hatch End High School.

18. Women into Leadership Programme

This programme enables women who are aspiring to a leadership role to develop a range of skills to lead with confidence. The programme includes:

- Coaching
- Bespoke support with the application and interview process, including a mock interview and feedback session
- The opportunity to develop a range of leadership skills
- Presentation skills

Delivered across four Saturday sessions, with a Friday and Saturday for session 3, this programme will help you develop the confidence and skills to secure a leadership position.

It is run from Bentley Wood High School by Claire Burgess of SOAR Development

19. Aspiring Senior Leadership Programme

For Middle Leaders who are one year to 18 months away from senior leadership. Eight one-and-a-half-hour twilight sessions plus a Saturday mock interview day.

The programme runs from Hatch End and covers a variety of topics as well as the recruitment process to Senior Leadership.

Areas covered include:

- Leadership and Management
- Supporting and Challenging Colleagues
- Finding, applying and getting a senior leadership role
- Inclusion and Pastoral Support
- Ofsted
- Data and Curriculum
- Appraisal, Accountability and Finance
- Interview Preparation Day Focused on Recruitment Process for Senior Leader Role

This programme takes place at Hatch End High School

20. New To Senior Leadership Programme (N2SLP)

For colleagues in their first or second year of senior leadership. There are 8 one and a half hour twilight sessions and 1:1 coaching/mentoring throughout the year. The programme includes:

- Leadership, including the early days of senior leadership
- Sharing issues faced in your work
- HR
- Difficult conversations
- Managing upwards
- Line Management
- Leadership stories from current senior leaders
- Managing change

- Managing stress
- Regular reading around a book on leadership

21. Aspiring to Deputy Headship Programme (ADP)

For colleagues who aspire to deputy headship over the next 2 years. There are 8 one and a half hour twilight sessions plus a Friday evening to Saturday afternoon Residential. The programme includes:

- The differences between being a DHT/VP and an AHT/AP
- Leadership
- Leadership stories from current DHTs and Heads
- Finance and funding
- Governance and HR
- Difficult conversations
- Regular reading around a book on leadership
- A Residential focused on the DHT recruitment process
- 1:1 support for participants applying for deputy headship during the programme

22. Aspiring To Headship Programme (AHP)

For colleagues who aspire to headship over the next 2 years. There are 6 one and a half hour twilight sessions and 1:1 coaching/mentoring from a current headteacher throughout the year. The course is shaped according to the needs of the cohort.

23. Headteachers' November Conference

A Thursday evening to Friday afternoon Residential in November. Designed with the Headteachers attending.

24. Headteachers' June Conference

A Wednesday evening to Friday afternoon Residential in June. Designed with the Headteachers attending.

School to School Reviews

Individual Support

This consists of: Individual Interview Preparation, Mentoring, Coaching. Please approach us to access these services.

Sixth Form Reviews

An opportunity for your Sixth Form to receive support in strengthening its weaker areas and enhancing best performing ones. Quality assured assessors visit schools on request to help plan a programme of progress.

Safeguarding Reviews

We offer Safeguarding Reviews to all schools in the alliance. We are able to offer a safeguarding Reviewer who is able to carry out reviews as outlined by the DofE. For more information please email info@harrowcollegiate.co.uk

Pupil Premium Reviews

We have a trained Pupil Premium Reviewer who is able to carry out reviews as outlined by the DfE.

School to School Reviews

School to School reviews typically occur over one day with a focus on a department/subject/theme. This could include Safeguarding Reviews and Pupil Premium Reviews. Two colleagues, quality assured from HCA schools, join a lead colleague within a school to conduct a review and evaluation.

School Improvement Days

One free day for any aspect of school improvement, safeguarding, attendance. All aspects can be discussed ahead of the day.

MA Programmes

Two Masters in Education Programmes delivered in conjunction with St Mary's University, Twickenham:

MA in Leading Innovation and Change (LIAC) and MA in Pedagogy.

MA in Leading Innovation and Change (LIAC)

Aims to develop evidence-based innovative educational practice. For teachers and other educational professionals at any stage of their career. During the two-year programme, participants will develop a critical understanding of research methodology as they plan and conduct a small-scale enquiry into an issue of their choice.

MA in Pedagogy

With a variety of modes of delivery including face-to-face, blended and online, the focus is on developing pedagogical understanding as reflective practitioners. This MA will give participants a wider understanding of key issues in the field of education in which their practice is located.

Both MA programmes are taught at St Mary's or on school premises, fortnightly as two-hourly twilight sessions

HCA Groups

- Curriculum Group
- Inclusion
- Cultural Diversity & Safeguarding
- Heads of 6th Group
- Governance Steering Group
- DSL Group
- Pastoral DHT Group

Leaders Programme



Ad hoc programmes and speakers

A portfolio of ad hoc programmes delivered throughout the year. This will include guest speakers from the educational world, First aid training programmes for staff, a data and finance programme for business administration staff and a range of other programmes.

The Steering Group representatives in the HCA partner school will be kept informed of these opportunities as they arise and cascade the information and invitation to staff.

National Qualifications (DFE)

We encourage colleagues to apply for these qualifications. Information is on the DFE website. Members of HCA are trained facilitators.



Subject Lead Groups



These groups meet each term as a subject to discuss and share best practice.

The current Subject Leads are:

- Art and Design** – Elizabeth Garter, Pinner High School and Lil Weetch, Nower Hill High School
- Biology** - Niquita Bagoandas, Park High School
- Classics** - Anisah Hussain, Bentley Wood High School
- Drama** - Stuart Lodge, Harrow High School
- English** - Patrica Gordon, Nower Hill High School
- Geography** - Andrew Ferris, Bentley Wood High School
- History** – Sam Webster, Nower Hill High School
- ICT and Computing** - Ben Ford, Nower Hill High School
- Maths** – Anna-Maria Massara, Bentley Wood High School
- MFL** - Neetu Sadhwani, Avanti House
- Music** – Alica Johnson and Jack Roberts, Nower Hill High School
- PE** – Samantha Sheppard, Nower Hill High School
- PSHE** - Meghan Cathcart, Alperton Community School
- Physics** – Carina Guerreiro, Kingsmead School
- RS & Philosophy** - Taira Chaudhary, Nower Hill High School
- Sociology** - Tomislav Maric, Bentley Wood High School
- Technology** - Empress March, Bentley Wood High School & Sarah Francis, Nower Hill High School

Our Partner Schools

School	Web Address
Alperton Community School	www.alperton.brent.sch.uk
Bentley Wood High School	www.bentleywood.harrow.sch.uk
Canons High School	www.canons.harrow.sch.uk
Harrow High School	www.hhsweb.org
Harrow School	www.harrowschool.org.uk
Hatch End High School	www.hatchend.harrow.sch.uk
Kingsbury High School	www.kingsburyhigh.org.uk
Kingsmead School	www.kingsmeadschool.org
Lampton School	www.lampton.org.uk
Nower Hill High School	www.nowerhill.harrow.sch.uk
Oak Wood School	www.oakwoodhillingdon.org.uk
Park High School	www.parkhighstanmore.org.uk
Pinner High School	www.pinnerhighschool.org
Queens Park Community School	www.qpcs.brent.sch.uk
Rooks Heath School	www.rooksheath.harrow.sch.uk
Swakeleys School for Girls	www.swakeleys/hillingdon.sch.uk
The Helix Education Centre	www.thehelix.harrow.sch.uk
The Jubilee Academy	www.thejubileeacademy.org.uk
The Sacred Heart Language College	www.tshlc.harrow.sch.uk
University Technical College Heathrow	www.heathrow-utc.org
Whitmore High School	www.whitmore.harrow.sch.uk

Membership of the HCA – 2024-2025 Subscription:

Secondary Schools' subscription £4200

Primary Schools' subscription £2100

Special Schools' subscription £1050

Pay as You Go (PAYG) - For more information please

email info@harrowcollegiate.co.uk



Programmes

Programme	Host School	Programme Lead	No. of Sessions
1. Curriculum & Pedagogy: Exploring What Works/An Evidence- Based Approach	Bentley Wood High School	Francis O'Sullivan	6
2. Developing Great Teaching Programme	Oak Wood School	Elaine Dawkins	6
3. EAL Programme	Bentley Wood High School	Aldona Nye	6
4. Developing an Adaptive and Ambitious Curriculum for Students with SEND	TBC	TBC	6
5. Literacy Across the Curriculum	Nower Hill High School	Julie Wilkinson	6
6. Coaching and Mentoring	Nower Hill School/ Hatch End	Zoe Watson/ Emma Camplejohn	6
7. AI in Education	Bentley Wood High School	Francis O'Sullivan	6
8. Enrichment, Enhancing and Extending Curriculum Provision	Harrow School	Adam Cross	6
9. Mindfulness	Bentley Wood High School	Tomislav Maric	8
10. Providing High Quality In Class Support	TBC	TBC	6
11. Presentation Skills	Hatch End High School	Claire Kissane	1
12. Developing Yourself and Managing Others Programme	Park High School	Sam Browne	6
13. Trauma Informed Practice in the Mainstream Secondary School	Pinner High School	Luke Donnelly	4
14. Aspiring Pastoral Middle Leadership Programme	Nower Hill High School	Joel Suthesh/ Zara Mainwaring	6
15. First Steps to Curriculum Middle Leadership Programme	Bentley Wood High School	Chloe Sinden	6
16. Ready for Curriculum Middle Leadership Programme	Hatch End High School	Becky Cleary	6
17. Extend and Enhance your Leadership and Management Programme	Hatch End High School	Louise Jeffs	6
18. Women into Leadership Programme	Bentley Wood High School	Claire Burgess	4
19. Aspiring Senior Leadership Programme	Hatch End High School	Becky Cleary	8
20. New to Senior Leadership Programme	Pinner High School	Janice Howkins OBE	8
21. Aspiring to Deputy Headship Programme	Rooks Heath School	Miriam Manderson	8
22. Aspiring to Headship Programme	Pinner High School	Janice Howkins OBE	6
23. Headteachers' June Conference	Residential	Janice Howkins OBE	Weds/Fri residential
24. Headteachers' November Conference	Pinner High School	Janice Howkins OBE	Thurs/Fri residential



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