



Workshop Choices & Presenter Bios

Tuesday 22nd November 2022

1-2-1 sessions in the breaks in a Suite on the 1st floor, allocated on a first come first served basis.

SAS Nurse: The SAS nurses have a wealth of experience in NHS and Education focusing on health and wellbeing. Make a ten-minute appointment to have your cholesterol or blood pressure tested in the coffee or lunch break with Mandy Dowsing RN, DN, BSC.

HR Surgery: An Education Mutual Consultant will be on hand to provide a one to one session to discuss any HR queries you may. Make a ten-minute in the coffee or lunch break.

Morning workshops



Laura Williams: With over 15 years leadership experience in the education sector, Laura is a school leadership coach and trainer working with SBLs, Headteachers and CEOs. She also hosts the School Business Leadership podcast and writes blogs whilst eating chocolate.

A former COO, CFO and Business Manager with CIPD and specialist CIPFA qualifications, she is a school business leadership expert and champion of SBLs everywhere. In her spare time she enjoys watching questionable TV shows and making lists.

Workshop title: Demonstrating impact and gaining recognition

In this workshop you'll learn:

- how you can effectively demonstrate the value that you add to your school and its leadership.
- how to bolster your credibility and present your business cases in educational contexts.
- how to read and understand all the elements of the school landscape and how to use these to your advantage.



Andrew Pain is a TEDx and professional leadership speaker, on a mission to prevent burnout and create decisive and resilient communities of people, serving varied clients including: Amazon, Lloyds, NHS, Aston University, Gloucestershire County Council, Chartered Institute of Marketing, Yorkshire Ambulance Service, Public Health Wales.

With over 20 years' HR experience covering learning and development, coaching and recruitment, and as an ICF accredited coach, Andrew helps organisational leaders to resolve painful headaches, including:

- How do I deliver on my responsibilities and aspirations without burning out?
- How do I know when to play it safe and when to do something audacious, when to hang in there and when to walk away?
- How do I delegate a task to my team, and massively increase the chances of the task being completed on time and to the standard I want?



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Aside from his leadership development work, he's also the trustee of a charity which supports families where children are the perpetrators of domestic abuse, and as a lived experience survivor of domestic abuse in a former marriage, he is a regular speaker on domestic abuse, serving organisations like CAFCASS, Essex County Council, schools, colleges and the Association of Child Protection Professionals.

Andrew is also a happily married father of 5, which also means he's a maid, porter, cleaner, cook, peace negotiator, triage nurse, tutor, health and safety officer, dietician, taxi driver, personal trainer and unappreciated fashion consultant.

Workshop title: Productivity in a fast-changing world

Most of us already know that to achieve the big things, we need to break our goals into smaller and actionable chunks and learn to say “NO” from time to time. But for all that we know about productivity, the lines between work and home have become increasingly blurred, the temptation to avoid checking emails at 10pm has become harder to ignore and becoming a productivity ninja in the midst of a cost-of-living crisis, is well out of reach for most people.

This session is for busy people who want to be productive, but without getting busier or burnt out and without beating themselves up.

You will learn, how to:

- How to transform the humble diary into a powerful time management tool.
- Tackle procrastination, by understanding it, which includes; the many common causes, your relationship with procrastination and crucially, how to unravel it.
- Eliminate the most common time drains, so you can truly make the most of the time available to you.
- Make wise decisions about your priorities, even when you're drowning in things to be done, so you can focus on the important things when it's all kicking off and you're also productive on the quieter days (when they occasionally occur).
- Manage COVID, Climate and Cost-of-Living related stress, so you remain focussed and positive in spite of the challenges you face.
- Make difficult decisions when time is pressing, and the stakes are high.



Claire Walters is the current SBM at Foxwood Academy, Special School for students with ASC and moderate learning difficulties. She has been a part of school business leadership since 2013, CSBM and CIPFA Level 7 qualified.

She is also part of the National Network of Special Schools. Prior to working in education she was a Commercial Manager in the private sector. She is an excellent plate spinner and has a friendly and approachable manner.



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Workshop title: Support Staff Recruitment

This informative workshop will cover:

- Issues in the current climate
- Impact of the support staff pay increase
- How to ease the recruitment burden
- Keeping support staff in role
- Objective setting for support staff

Afternoon Keynote – Pam Burrows



Pam Burrows has been helping leaders and teams stress less and perform better for over 30 years, both locally and internationally. She has travelled globally delivering researched behaviour change strategies to blue chip companies. With one of her key customers, she was awarded a European Health and Safety award for reducing stress in the workplace. She is a qualified Nursery Nurse, Social Worker, a Master Practitioner in Neurolinguistic Programming (NLP) and a Neuro-Science Professional. She blends this range of knowledge with techniques that empower positive behaviour change and increase wellbeing. Pam is an inspiring facilitator. Her sessions are interactive and energising.

She is a Fellow of the Professional Speaking Association (PSA).

Find more information about why Pam is the 'People Booster' at www.pamburrows.com

See Pam's feel good techniques at www.youtube.com/c/pamburrowspeoplebooster

Let's connect on LinkedIn: www.linkedin.com/in/pamburrowspeoplebooster

Keynote title: The Secrets of Professional Presentations

Bungee jumping, downhill skiing and swimming with sharks are just some of the things people would rather do than stand up and speak to an audience!

Even if you're up for the challenge, it's good to feel confident that your content is going to hit the spot, and that your delivery will keep them interested.

Pam will tell you the secrets used by professional speakers and help you create a plan for a great speech.

Whether you're speaking to a large audience or a small meeting – get heard, get your point across and feel good about it!



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Afternoon workshops

Workshop title: How to make an impact in presentations and meetings- Pam Burrows

Building on her keynote, Pam will describe the practical skills needed to create real impact. From avoiding death-by-PowerPoint, to planning the most persuasive argument to ensure everyone is onboard, this session will be interactive and ensure you leave with ideas you can implement straight away.

Workshop title: How to delegate so the job gets done to the standard you want, Andrew Pain

"If you want a job doing properly, then do it yourself". Most of us have said words to this effect at one point or another and delegation is a huge risk, but without delegation, the consequences are:

- Under-performing teams who resent the fact you won't trust them.
- Dis-empowered teams who rely on YOU as the one and only person to put in the extra shifts and take the initiative, and who are deprived of the opportunity to stretch themselves, try new things, make mistakes and benefit from the learning.
- Stressed out leaders who juggle too many jobs and refuse to delegate because they 'CAN'T' (won't), resulting ultimately in burnt out leaders and job applications elsewhere!

Nobody wins in these scenarios and yet, it is possible to delegate and massively increase the chances of the delegated task being done on time and to the standard you want. It is also possible to delegate and develop your relationship with your delegate whilst building their skills through the process. You just need to know what NOT to do and what TO do instead.

In this talk, you will explore:

- 1) The 6 sinful **C.R.I.M.E.S** of delegation (*so you know what to avoid*).
- 2) The 3 critical pillars on which to build effective delegation (*so you know what to put in place*).
- 3) The 6 golden rules of delegation using my **6XR** model (*so you know what to do when you delegate*).

After this talk, you will be equipped to delegate like a pro, developing the people around you, freeing up your time for more important things, whilst also ensuring that the tasks you delegate, get done on time and to the standard you want.

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Tim Brown, DfE is a Stakeholder and Engagement Manager in the Schools Commercial Team at the Department for Education. The team's role is to support the delivery of the Schools' Buying Strategy.

Before joining the DfE, Tim was part of the external relations/partnership team at Department of Work and Pensions, where he had work for over 36 years. He is an experienced Stakeholder Manager with a demonstrated history of working in central & local government. Skilled in Social Enterprise, Business Planning, Partnerships, Coaching, and Government policy work. Strong community and public services professional, extended study through Chartered Management Institute & the Institute for Leadership & Management.

He also has experience as a chair of school governors at an infant/primary school, where he oversaw the school expansion, the recruitment of a new headteacher, the restructure of the governing body and the achievement of two outstanding Ofsted inspections.

He has also been a District Councillor for 8 years, spending 4 of those years as executive portfolio holder for the environment within the cabinet. In addition he was also scrutiny chair and sat on all the key committees within the authority.

Workshop title: Overview of DfE Procurement support including of Procuring Energy

The workshop will cover how the Schools Resource Management programme aims to help schools and trusts secure the best value from their expenditure, so they can re-invest it back into improving outcomes for pupils. This workshop will also cover energy procurement.

Ensure buyers and decision makers in schools have the right relationships and skills, building peer-to-peer support networks and creating regional advice and guidance services to help with complex buying Support schools to be smart consumers – providing practical help and advice on buying decisions and contract management

Ensure buyers have access to the best value every time – giving schools access to better deals.