



Brentwood Diocesan Education Service

*“Supporting Catholic schools to provide excellent education where pupils flourish,
and Christ is made known to all.”*

The practical application of model CES policies when appointing to reserved posts within the Diocese of Brentwood

Presented by BDES

PART 2

Wednesday 10th February 2021

4.30pm-5.30pm

Venue: Via Zoom invitation

Overview:

Part 2:

This one hour session will provide delegates with an understanding of how the Brentwood Diocesan Education Service (BDES) work with and support schools through the appointment process for reserved posts whilst making use of CES and the model employment documentation, in addition to our own recruitment documentation developed to support schools.

Who is this training suitable for?

This training will be useful for Catholic Senior Executive Leaders, Headteachers, Deputy Headteachers, school HR Professionals, business managers and other senior school administrators as well as Chairs and Vice Chairs of Governors.

Benefits and extent of this training

This the second part of planned training and it will focus on the support provided by the diocese in relation to documents and procedures to be used when appointing to a reserved post in all Catholic schools and academies. The BDES Team will look at the practical application of these model CES policies within the Diocese of Brentwood.

Programme:

This event will be facilitated by Maria Shepherd, Cathy McKenna and Rob Simpson. The session is designed to encourage interaction and discussion and the sharing of best practice.

- Timelines
- Shortlisting and associated documentation
- Assessment tasks and interview timetables; formal interview questions
- Decision making, Ratification and follow up paperwork

Booking:

To book your places on this training please complete your application via the link provided below:

<http://w.pfrms.co/6ylloxkp>

There is no cost for this training opportunity.

Please note that the places are limited and will be allocated on a first come first served basis.

Closing date for bookings: **Friday 5th February or when the course is full.**