

Training Events for Tutors **Once registered, you will receive a Teams invite.**

All events will be bookable via Eventbrite unless otherwise stated.

Event	date	Overview	Target audience	Host	Booking
Observer Standardisation meeting	Thursday 28 th April 10-12:30	A review of observations and implementation of new guidance	All approved observers	Wendy Scott	Invite only
Observer Standardisation meeting	Wed 13 th July 1-4 pm	A review of observations and implementation of new guidance	All approved observers	Wendy Scott	Invite only
RARPA + Quality Documentation	Friday 29 th April 1-3 pm	An opportunity to go through schemes of work, lesson plans and learner tracking documents, and ask questions relating to the expected level of completion.	Tutors new to HA and tutors returning from a break in delivery for HA	Wendy Scott/Kevin May	https://www.eventbrite.co.uk/e/rarpa-quality-documentation-tickets-311089004587
SMART Objectives	Thursday 26 th May 11-1	This session will help you ensure that your learning objectives are SMART, which will help you capture the impact of your course and aid assessment of learning.	All tutors with actions relating to objectives New tutors	Wendy Scott	https://www.eventbrite.co.uk/e/smart-objectives-tickets-311104922197
Promoting British Values	Tuesday 10 th May 10-12	A workshop discussing how British values can be promoted within adult community learning	All tutors	Wendy Scott	https://www.eventbrite.co.uk/e/promoting-british-values-tickets-311107128797
Effective Questioning of Learners	Monday 6 th June 6:30-8:30 PM	A review of effective questioning techniques to promote learner assessment and participation	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/effective-questioning-of-learners-tickets-311107881047

Event	date	Overview	Target audience	Host	Booking
Embedding maths and English	Thursday 9 th June 1-3	Ideas of how to embed maths and English into your courses, as well as how to record this within your course documentation	Any tutor	Rachel McCarthy	https://www.eventbrite.co.uk/e/embedding-maths-and-english-tickets-311108482847
Evidencing IMPACT & Learner Progress	Tuesday 21 st June 10-12	An exploration of how to measure impact of your course, including learner progress	Any tutor	Wendy Scott Kevin May	https://www.eventbrite.co.uk/e/evidencing-impact-learner-progress-tickets-311109917137
Improving Engagement and Assessment for Online Learning	Friday 8 th July 10-12	An exploration of different methods for engaging and assessing learners when delivering courses online	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/improving-engagement-and-assessment-for-online-learning-tickets-311111511907

Mandatory training:

All tutors are expected to complete annual training in Safeguarding, PREVENT and British Values

- **Safeguarding** training, The course we would currently recommend is from the same organisation as the Prevent training Education and Training Foundation and can be accessed [here](#). If you are an HCC employee, then you can also access safeguarding training via the Learning Zone.
- **PREVENT** training: Prevent training can be accessed through Education and Training Foundation or Home Office Prevent training. Links to these can be found on the VLE. These are free external courses which provide a certificate at the end.

- **British Values:** We offer two paths for training with British values, an on demand online course from our VLE and virtual workshops throughout the year.

Additional CPD opportunities:

For tutors new to online delivery, we strongly recommend the following webinars from ETF. Each webinar is an hour long and has links to additional independent learning.

- [Meeting the online accessibility needs of all our learners.](#)
- [Adapting content quickly to deliver online.](#)
- [Making the most of online learning.](#)
- [Making webinars more inclusive.](#)

VLE Content

Our VLE has a wealth of information from previous CPD events, including SMART objectives. The Tutor Handbook provides information on completing quality documentation, assessment, roles and responsibilities, embedding maths and English. We will be adding to this throughout the year.

[Hampshire S&P: Hampshire Learns Tutor Resources \(skillsandparticipation.co.uk\)](https://skillsandparticipation.co.uk)