

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

All events will be bookable via Eventbrite unless otherwise stated. Workshops will be via TEAMS unless otherwise stated.

Event	date	Overview	Target audience	Host	Booking
Save the Date: Teaching and Learning conference 2023	Thursday 19th October 9:15-4 pm Winchester	A variety of workshops for tutors to pick and choose from, a full programme and details for booking will be circulated in September	All ACL tutors	Multi-host event	
RARPA + Quality Documentation	14 th April 10:30-12:30	An opportunity to go through curriculum 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-503223273357
Observer standardisation meeting	19 th April 1-3 PM	Review of Spring term observation reports			Invite only
Initial Assessment	19 th April 6-7:30	A review of effective initial assessment	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/initial-assessment-tickets-601444766487
RARPA + Quality Documentation	26 th April 6-8 PM	An opportunity to go through curriculum 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-601447233867
Promoting British Values	4 th May 10-11:30	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-601448086417

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Clarity of Purpose: SMART Objectives	10 th May 6-7:30	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. Bring your curriculum plans with you!	All tutors with actions relating to objectives. New tutors	Wendy Scott	https://www.eventbrite.co.uk/e/clarity-of-purpose-smart-objectives-tickets-601449691217
Rosenshines Principles	25 th May 6-8 PM	A look at a key pedagogical approach to teaching	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/rosenshines-principles-tickets-601450824607
Cognitive Load theory	9 th June 10-12	Review of current theory on cognitive load and its application to improve the learner experience and outcomes	Any tutor		https://www.eventbrite.co.uk/e/cognitive-load-theory-tickets-601451807547
Effective questioning	21 st June 10-12	Are you asking the right question questions? How to use questioning to assess all learners effectively	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/effective-questioning-tickets-601452981057
Retrieval Practice	5 th July 6-7:30 PM	Using starters and plenaries to provide opportunities for learners to recall their learning	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/retrieval-practice-tickets-601454505617
Observer standardisation meeting	17 th July 10-12:30 EII Court Winchester	A review of observation reports from the Summer term	observers	Wendy Scott	Invite only

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ESOL Community of Practice	21 st July 10 AM – 12 PM Winchester	An opportunity to share best practice and network with other ESOL tutors across the Hampshire Learns provision.	ESOL tutors	Wendy Scott	Email Wendy Scott
Observer annual update	7 th September 1-4 pm EII Court Winchester	Update on observation processes for 23-24	All observers	Wendy Scott	Invite only

Additional training may be added as required to support tutor development.

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.
- For tutors who have difficulty accessing online learning material there is a possibility of joining an in person safeguarding induction course with new colleagues from Skills and Participation. Please contact Wendy Scott wendy.scott2@hants.gov.uk to discuss.

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)