

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	Friday 20th 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	Via MS form (To be sent out mid-September)
Observer Standardisation meeting	12 th January 1-3:30 PM	A review of observations and implementation of new guidance	All approved observers	Wendy Scott	Invite only
RARPA training	24 th January 12:30-2 PM Winchester	A review of RARPA and how Hampshire Learns course templates support this	New tutors	Kevin May/Wendy Scott	https://www.eventbrite.co.uk/e/rarpa-training-tickets-503197285627
Clarity of Purpose: SMART Objectives	25 th January 6-7:30 PM	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/clarity-of-purpose-smart-objectives-tickets-503200906457
Effective questioning	10 th February 10 AM – 12 PM Masonic Hall Southampton	A review of questioning techniques to support pedagogical approaches to teaching	Any tutor, but especially those who have this as an OTLA action	Wendy Scott	https://www.eventbrite.co.uk/e/effective-questioning-tickets-503203353777
Clarity of Purpose: SMART Objectives	17 th February 10-12	This session will help you ensure that your learning objectives are SMART, which will help you	All tutors with actions relating to objectives	Wendy Scott	https://www.eventbrite.co.uk/e/clarity-of-purpose-smart-

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	Winchester	capture the impact of your course and aid assessment of learning. Bring your curriculum plans with you!	New tutors		objectives-tickets-503204958577
Rosenshines Principles	22 nd February 1-3 PM	A look at a key pedagogical approach to teaching	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/rosenshines-principles-tickets-503210615497
Assessment using questioning	9 th March 6-7:30 PM	How to use questioning to assess all learners effectively	Any tutor	Wendy Scott	https://www.eventbrite.co.uk/e/assessment-using-questioning-tickets-503214256387
Promoting British Values	16 th March 6-7:30 PM	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-503216182147
Keeping yourself safe when working with Adults	23 rd March 6-7:30 PM	Ensuring your wellbeing and safety in a digital world, including social media	Any tutor	Wendy Scott & Susie Higgs	https://www.eventbrite.co.uk/e/keeping-yourself-safe-when-working-with-adults-tickets-503218127967

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ESOL Community of Practice	31 st March 10-12 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
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 EII Court, Winchester				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)