

# SUMMER TERM NEWSLETTER

APRIL 2026



## S4S CHAIR AND VICE CHAIR BRIEFINGS

All are welcome to attend the S4S  
Chair and Vice Chair briefings held on:

- Monday 20 April 2026 at 10am
- Tuesday 21 April 2026 at 6pm

The following link can be used to book  
a place:

Services 4 Schools - Governor  
Training - Booking by Bookwhen



## MEET THE TEAM

Over the coming terms we will introduce members of the Governance and Training team. Look out for our autumn update where we will start by introducing the Governors Senior Leadership Team.

## S4S 2025/26 TRAINING DATES

Our 2025/26 training brochure has been shared with schools. Available courses and dates are all set. Take a look and book here...

[Training | Services 4 Schools](#)

## CLERK COMMUNICATION

In the busy world of education, it can be difficult to keep up with constant changes, however, clear communication with your Clerk is essential to ensure meetings are well organised. Governors and Headteacher's are encouraged to contact the Clerk with queries relating to agendas, papers, minutes, conflicts of interest or wider governance matters. Where appropriate, the Clerk should be copied into governance-related correspondence and made aware of any matters that may affect quoracy or compliance. Clear and timely communication supports strong governance and helps ensure statutory duties are met.

## GOVERNOR CONFERENCE 2026

Following the success of last year's S4S Governor Conference, we are pleased to be returning this year. We will be hosting an online conference which will enable more Governors and Trustees to join us. This will be taking place from 10:00 to 12:00 on Thursday 2 July 2026. If you would like to book your place, please go to

<https://bookwhen.com/s4sgovs/GovsConf>

## THANK YOU

We would like to extend a huge thank you various Multi Academy Trust and their SENDCos for supporting us with the IRPs. They have stepped up when schools were particularly short of panel members and it is very much appreciated.

If anyone would like to help us with any of these panels as part of their development S4S can provide full training which is all online and is free of charge.

## SEND WHITE PAPER

The SEND White Paper has now been released by the DfE to set out the vision for schools and SEND. The ambition is “Every child achieving and thriving” with the aim of improving the lives of all children.

The main achievement aims are:

- Shifting children’s school experience from narrow to broad
- Ensuring those who have been sidelined are included
- Taking children and communities from withdrawn to engaging with schools

The full paper and supporting documents can be found here:

[Every child achieving and thriving - GOV.UK](https://www.gov.uk/government/consultations/every-child-achieving-and-thriving)

## S4S VACANCIES

Due to an increase in requests from schools, we have the following vacancy within our team for a School Governance Professional. If you know anyone looking for a new role, please share the link below with them...

[Services 4 Schools jobs and careers | Indeed.com](https://www.indeed.com/jobs?q=services+4+schools)

## UPDATES TO PROCESS FOR PERMANENT EXCLUSIONS

As S4S are committed to ensuring a work life balance and development for all staff, the Governors Team will be trialing would like to trial a new system regarding exclusions for the summer term.

Requests for permanent exclusions will go to a central point (either by directing the initial request to your clerk or by contacting [exclusions@service4schools.org.uk](mailto:exclusions@service4schools.org.uk)) where a Clerk will be allocated. The allocated Clerk will process the request, find a panel if needed, liaise with parents, circulate papers, minute the meeting, and send the outcome letter. The aim of this is to measure whether this eases the workload of our Clerks and gives an additional level of independence to the process.

## GOVERNOR Q&A SESSIONS

We have created some exciting new Governor Q and A sessions. The next ones are at 12.00pm and 6 pm on Weds 17 June. The sessions are informal and friendly and designed to offer more information for perspective new Governors on the role and what it entails as well as the many benefits to being a Governor.

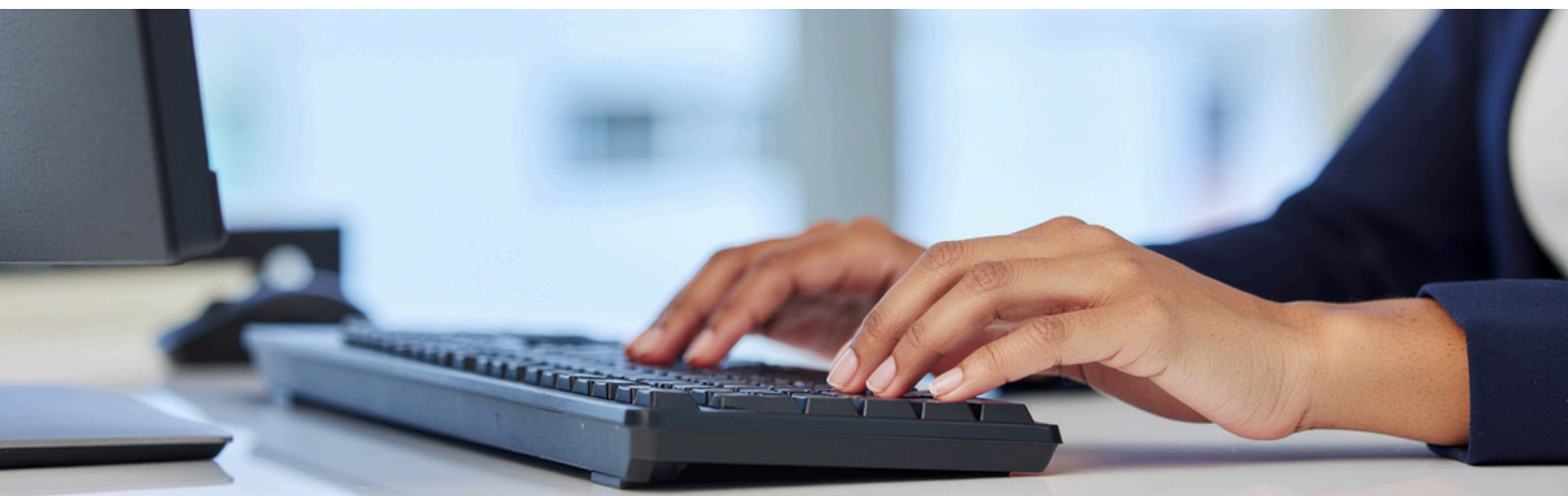
If any Governors know anyone interested in finding out about the role, encourage them to email [S4S Training and Development](mailto:S4S_Training_and_Development@service4schools.org.uk) and we will book a place for them.

## COMPLAINTS

Many schools and Trusts are experiencing an increase in complaints and as a result complaints panels being required, particularly with the increased use of AI.

Below is a list of complaints help and reminders. More comprehensive training on complaints can be arranged with our Training Practitioner Linda Evans via the usual training link.

- Establish the deadlines for responding to the parent (or complainant), as detailed in your Complaints Policy.
- When a complaint escalates to the point where a panel of Governors is required, it is helpful to have Governors trained in dealing with complaints so that more people can step in. A panel of governors is then required (usually 3) who have no prior knowledge of the matter or incident.
- The Clerk then arranges a panel hearing with Governors and the parent/complainant and circulates the relevant papers within the deadlines detailed in the Complaints Policy.
- The meeting is held, and the clerk takes notes. Be conscious during the meeting that the subject of complaint is followed. Any GDPR or staff disciplinary matters are NOT part of the complaints process and are dealt with using a different process. A complainant cannot know about any staff disciplinary action.
- Be aware that there may be several components to a complaint.
- The complaint can be upheld, partially upheld or not upheld.
- A decision letter is then checked by the Chair of the panel and sent out by the Clerk within the deadline detailed in the Complaints Policy.
- The majority of our Clerks are experienced in dealing with complaints and will guide you through the process smoothly.



# S4S 2025/26 TRAINING DATES

## WHAT'S GOING ON THIS TERM

Our 2025/26 training brochure has been shared with schools. Available courses and dates are all set. Take a look and book here...

<https://bit.ly/44zQB8v>

As a reminder, if you unable to attend a session please could you let us know, as this impacts on our trainers.

**TUESDAY 14TH APRIL 10AM – 11AM**

**THE CHILDREN'S WELLBEING AND  
SCHOOLS ACT 2025**

**MONDAY 20TH APRIL 10AM – 11AM**

**CHAIR/VICE CHAIRS BRIEFING**

**TUESDAY 21ST APRIL 10AM – 11:30AM**

**AN INSPECTOR CALLS...OFSTED INSPECTIONS  
DURING 2025/2026**

**TUESDAY 21ST APRIL 6PM – 7PM**

**CHAIR/VICE CHAIRS BRIEFING**

**TUESDAY 21ST APRIL 6:30PM – 8PM**

**A GOVERNORS INTRODUCTION TO HEALTH  
EDUCATION**

**WEDNESDAY 22ND APRIL 10AM – 11AM**

**RECRUITMENT AND RETENTION OF  
GOVERNORS**

**THURSDAY 23RD APRIL 10AM – 11AM**

**PRESENTING TO GOVERNORS' MEETINGS**

**TUESDAY 28TH APRIL 10AM – 11AM**

**WORKING WITH YOUR GOVERNANCE  
PROFESSIONAL**

**TUESDAY 28TH APRIL 5:30PM – 7PM**

**ACADEMY FINANCE FOR BEGINNERS**

**WEDNESDAY 29TH APRIL 6:15PM – 7:45PM**

**MEETING THE NEEDS OF PUPILS WITH  
SPECIAL EDUCATIONAL NEEDS AND  
DISABILITIES**

**THURSDAY 30TH APRIL 10AM – 11:30AM**

**A GOVERNOR'S ROLE IN PUPIL EXCLUSIONS**

**THURSDAY 30TH APRIL 1:30PM – 3PM**

**EFFECTIVE SCHOOL ENGAGEMENT WITH  
PARENTS/CARERS AROUND RELATIONSHIPS,  
SEX AND HEALTH EDUCATION (RSHE)**

**THURSDAY 30TH APRIL 6PM – 7PM**

**THE IMPORTANCE OF DIVERSITY, EQUALITY  
AND INCLUSION IN LEADERSHIP AND  
GOVERNANCE**

**TUESDAY 5TH MAY 10AM – 11AM**

**A GOVERNORS GUIDE TO SAFEGUARDING  
AND THE KCSIE UPDATES**

**TUESDAY 5TH MAY 5:30PM – 7PM**

**A GOVERNORS ROLE IN SCHOOL  
IMPROVEMENT**

**TUESDAY 5TH MAY 5:30PM – 7PM**

**ADVANCED ACADEMY FINANCE**

# TRAINING DATES

## WHAT'S GOING ON THIS TERM

**WEDNESDAY 13TH MAY 10AM – 11AM**

**EFFECTIVE LINK GOVERNOR VISITS**

**FRIDAY 15TH MAY 1:15PM – 2:45PM**

**A GOVERNORS INTRODUCTION TO MENTAL HEALTH & EMOTIONAL WELLBEING IN SCHOOLS**

**TUESDAY 19TH MAY 5:30PM – 7PM**

**EFFECTIVE COMMUNICATION WITH PARENTS**

**WEDNESDAY 20TH MAY 5:30PM – 7:30PM**

**A GOVERNOR'S ROLE IN PERFORMANCE MANAGEMENT**

**TUESDAY 2ND JUNE 10AM – 11AM**

**AN INTRODUCTION TO GOVERNANCE – MAINTAINED SCHOOLS**

**THURSDAY 4TH JUNE 10AM – 11AM**

**A GOVERNOR'S ROLE IN COMPLAINT PANELS – MAINTAINED SCHOOLS**

**MONDAY 8TH JUNE 5:30PM – 7PM**

**ADVANCED SAFEGUARDING**

**TUESDAY 9TH JUNE 5:30PM – 7PM**

**MAINTAINED SCHOOL BUDGET FOR BEGINNERS**

**WEDNESDAY 10TH JUNE 5:30PM – 6:30PM**

**A GOVERNORS GUIDE TO SAFEGUARDING AND THE KCSIE UPDATES**

**THURSDAY 11TH JUNE 5:30PM – 7:30PM**

**VISION AND VALUES**

**WEDNESDAY 13TH MAY 6:15PM – 7:45PM**

**THE SEND LINK GOVERNOR: ROLE & RESPONSIBILITIES AND HOW TO EFFECTIVELY CARRY OUT THE ROLE**

**TUESDAY 19TH MAY 10:30AM – 12PM**

**RELATIONSHIPS & SEX EDUCATION (RSE): THE ROLE OF GOVERNORS**

**TUESDAY 19TH MAY 5:30PM – 7:30PM**

**EFFECTIVE CHALLENGE**

**WEDNESDAY 20TH MAY 6:15PM – 7:45PM**

**UNDERSTANDING THE STATUTORY DUTIES OF GOVERNORS IN RELATION TO THE FOUR AREAS OF SEND UNDER THE CODE OF PRACTISE**

**WEDNESDAY 3RD JUNE 5:30PM – 6:30PM**

**MONITORING & EVALUATION**

**MONDAY 8TH JUNE 10:30AM – 12PM**

**A GOVERNORS INTRODUCTION TO FOOD IN SCHOOLS**

**MONDAY 8TH JUNE 6PM – 7PM**

**AN INTRODUCTION TO DIVERSITY, EQUALITY AND INCLUSION**

**WEDNESDAY 10TH JUNE 10AM – 11AM**

**A GOVERNOR'S ROLE IN COMPLAINT PANELS – ACADEMIES**

**WEDNESDAY 10TH JUNE 5:30PM – 7:30PM**

**CHAIR'S EFFECTIVENESS**

**FRIDAY 12TH JUNE 10:30AM – 12PM**

**ANTI-BULLYING – A GOVERNORS INTRODUCTION**

# TRAINING DATES

## WHAT'S GOING ON THIS TERM

**MONDAY 15TH JUNE 5PM – 6PM**

**A GOVERNOR'S GUIDE TO ONLINE SAFETY**

**TUESDAY 16TH JUNE 5:30PM – 7:30PM**

**A GOVERNOR'S ROLE IN HEALTH AND SAFETY**

**WEDNESDAY 17TH JUNE 12PM – 1PM**

**NATIONAL SCHOOL GOVERNORS  
AWARENESS DAY – FREE Q&A  
SESSION**

**WEDNESDAY 17TH JUNE 6PM – 7PM**

**NATIONAL SCHOOL GOVERNORS  
AWARENESS DAY – FREE Q&A SESSION**

**THURSDAY 18TH JUNE 5:30PM – 7:30PM**

**ADVANCED GOVERNANCE**

**MONDAY 22ND JUNE 6PM – 8PM**

**ATTENDANCE AND SAFEGUARDING: A  
GOVERNOR'S STRATEGIC ROLE**

**TUESDAY 30TH JUNE 10AM – 11:30AM**

**A GOVERNOR'S ROLE IN AN INDEPENDENT  
REVIEW PANEL**

**WEDNESDAY 1ST JULY 10AM – 11AM**

**AN INTRODUCTION TO GOVERNANCE –  
ACADEMIES AND MULTI ACADEMY TRUSTS**

**WEDNESDAY 1ST JULY 10:30AM – 12PM**

**DRUG AWARENESS FOR GOVERNORS**

**THURSDAY 2ND JULY 10AM – 12PM**

**S4S VIRTUAL GOVERNOR'S CONFERENCE  
2026 – BOOK YOUR PLACE NOW!**

**S4S Training** 

