

Course Title: Giving Feedback

Target Audience - teachers and potential and existing middle and senior leaders

Aims of the Course:

If teachers feel confident to provide each other with feedback, the practice within the school will rocket. An openness to sharing feedback can also ensure issues are addressed before conflict occurs. This course goes through the principles of giving and receiving feedback and the steps required to successfully deliver difficult messages. It also aims to enable you to reduce office politics and assist with relationship building, therefore create strong teams.

By the end of the workshop you will:

- Understand the importance of feedback
- Feel confident to give peer to peer and upwards feedback
- Have the confidence to reflect on feedback and act on it
 - Create a culture of feedback in your team

9:00-9:20	Introduction and welcome:
9:20-9:30	The importance of feedback
9:30-10:45	The do's and don'ts of giving feedback
10:45-11.15	Theories of feedback – how people react
11.15-11.45	Using the SCARF model for delivering and receiving feedback
11.45-12.45	Reflecting on your and your team's response to feedback
12.45-1.15	Lunch
1.15-1.45	Tips for managing your reactions when giving and receiving feedback
1.45-2.15	Case study – putting theory into practice
2.15-2.45	Developing next steps – how to make feedback part of your school/team culture
2.45-3.00	Plenary

**Trainer Profile:
AND SO TO SLEEP**

**FRIDAY 20 OCTOBER 2017
9:00AM – 3.00PM**

**£100 PER PERSON
£50 PER PERSON (HET)**

**LOCATION:
BEECHWOOD JUNIOR SCHOOL
JUNIPER ROAD
SOUTHAMPTON
SO18 4EG**

**ENQUIRIES:
02380 786833**

LUNCH INCLUDED