



Nottingham Roman Catholic  
**Diocesan Education Service**

# CONTINUING PROFESSIONAL DEVELOPMENT & FORMATION HANDBOOK



**2021-2022**



## SCHOOLS

Version 2

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# FOREWORD

Welcome to the Nottingham Roman Catholic Diocesan Education Service (NRCDES) *Continuing Professional Development and Formation Handbook* for the academic year 2021/22. A very special welcome to our early career teachers, I hope that you will find some of the training sessions offered here helpful in addition to our diocesan supplement to the Early Career Framework.


At the time of writing, my hope is that life in our schools will gradually be returning to a greater sense of normality following the enormous challenges of Covid-19. Like many organisations, we adapted to the changing circumstances and moved many of our training events to a virtual platform. I am pleased to say that this was well received and, in some cases, resulted in a higher level of attendance.

For the academic year 2021/22, we have decided to offer our schools a 'blended' approach. The vast majority of events will be offered as both 'face to face' and 'virtual'. However, in some cases, our thinking has been that there is still great value in providing opportunities for colleagues to meet face to face. As always, we are very happy to receive feedback from you.

You will notice that our *Continuing Professional Development and Formation Handbook* does not include a section for local governors. We are currently working on a revised diocesan programme of training for local governors and this will be available separately.

We continue to use our online booking system, 'BookWhen' for all NRCDES events. Please visit [www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes) and follow the instructions on-screen to reserve your place at any of our events.

With my thanks for your commitment and dedication to Catholic education in the Diocese of Nottingham.



**Peter Giorgio**  
Director of Education

# CONTENTS

## SCHOOL LEADERS

|   |   |    |
|---|---|----|
| ⊗ | Diary Dates   | 6  |
| ⊗ | Diocesan Induction Day for New Headteachers   | 7  |
| ⊗ | Diocesan Canonical Inspection Briefing Session  | 8  |
| ⊗ | Using the diocesan DCI Toolkit to further explore outstanding practice and standards within the provision of RE | 8  |
| ⊗ | DRB Ignite Briefings  | 9  |
| ⊗ | Building the Kingdom  | 10 |
| ⊗ | School Exclusions – Getting it Right...   | 11 |
| ⊗ | Managing Complaints   | 11 |
| ⊗ | Appeals – Presenting Officer Training   | 12 |

## ALL STAFF

|   |                            |    |
|---|----------------------------|----|
| ⊗ | Catholic Foundation Stones | 13 |
|---|----------------------------|----|

## PRIMARY RELIGIOUS EDUCATION

|   |  |    |
|---|--|----|
| ⊗ | Teachers New to a Catholic School                                  | 15 |
| ⊗ | Induction for New or Recently Appointed RE Subject Leaders         | 15 |
| ⊗ | Teachers New to ‘Come and See’                                     | 16 |
| ⊗ | The Bishop’s Certificate for Teachers                              | 17 |
| ⊗ | RE Subject Leaders’ Meetings – Our Lady of Lourdes CMAT            | 18 |
| ⊗ | RE Subject Leaders’ Meetings – St Thérèse of Lisieux CMAT          | 18 |
| ⊗ | RE Subject Leaders’ Meetings – St Thomas Aquinas CMAT              | 19 |
| ⊗ | RE Subject Leaders’ Meetings – St Ralph Sherwin CMAT               | 19 |
| ⊗ | RE Subject Leaders’ Retreat Day                                    | 20 |
| ⊗ | Support with Planning ‘Come and See’ for Lent Term 2022            | 21 |
| ⊗ | Support with Planning ‘Come and See’ for Pentecost Term 2022       | 22 |
| ⊗ | Support with Planning ‘Come and See’ for Advent Term 2022          | 23 |
| ⊗ | Moderation, Assessment and Expectations - Our Lady of Lourdes CMAT | 24 |

# CONTENTS

|   |   |           |
|---|---|-----------|
| ⊗ | <b>Moderation, Assessment and Expectations - St Thérèse of Lisieux CMAT</b> | <b>24</b> |
| ⊗ | <b>Moderation, Assessment and Expectations - St Thomas Aquinas CMAT</b>     | <b>25</b> |
| ⊗ | <b>Moderation, Assessment and Expectations - St Ralph Sherwin CMAT</b>      | <b>25</b> |

## WELLBEING AND MENTAL HEALTH

|   |  |           |
|---|--|-----------|
| ⊗ | <b>Mental Health In Education: A Catholic Approach</b> | <b>26</b> |
|---|--|-----------|

## RSE

|   |  |           |
|---|--|-----------|
| ⊗ | <b>Guidance For Key Stage 1 And 2 Teachers When Delivering RSHE within the Catholic School</b> | <b>27</b> |
| ⊗ | <b>Effective Implementation And Monitoring Of Primary RSHE</b>                                 | <b>28</b> |

## COLLECTIVE WORSHIP

|   |   |           |
|---|---|-----------|
| ⊗ | <b>Developing and Evaluating Collective Worship</b> | <b>29</b> |
| ⊗ | <b>Celebrating the Mass</b>                         | <b>29</b> |

## LAY CHAPLAINCY

|   |   |           |
|---|---|-----------|
| ⊗ | <b>Lay Chaplains' 'INSET' Days</b>        | <b>30</b> |
| ⊗ | <b>Lay Chaplains' Residential Retreat</b> | <b>30</b> |

## GENERAL INFORMATION

|   |                            |           |
|---|----------------------------|-----------|
| ⊗ | <b>Booking Information</b> | <b>31</b> |
| ⊗ | <b>Venue Information</b>   | <b>32</b> |

## DIARY DATES

### **Annual Bishop's Day Conference For Schools 2021**

**Tuesday 14 September 2021**

*Virtues - Catholic Character Education*

*East Midlands Conference Centre  
Nottingham  
NG7 2RJ*



### **Headteachers' Retreat**

**Thursday 26 to Friday 27 May 2022**

*Belton Woods Hotel  
Belton  
Grantham  
NG32 2LN*



## NEW HEADTEACHERS

### DIOCESAN INDUCTION DAY FOR NEW HEADTEACHERS

PRIMARY/SECONDARY

*Facilitated by Peter Giorgio and Fionuala Boucher*

**Content**

- **Attendance at this event is by invitation only**
- An introduction to the Diocese of Nottingham and being a headteacher in a Catholic school

**Who is it for?**

New Headteachers

**Venue**

The Diocesan Centre, Mackworth

**Cost**

No charge

**Date**

Thursday 23 September 2021 **(DAY 1)**

Tuesday 09 November 2021 **(DAY 2)**

**Time**

10.00am – 3.30pm

## DIOCESAN CANONICAL INSPECTION

### DIOCESAN CANONICAL INSPECTION BRIEFING SESSION

PRIMARY/SECONDARY

*Facilitated by Peter Giorgio and Fionuala Boucher*

**Content**

- Overview of the diocesan canonical inspection process
- Support for school leaders on how to prepare for inspection

**This session is for schools due to be inspected in the academic year 2021/22**

**Who is it for?** Headteachers, Senior Leaders, RE Subject Leaders and Lay Chaplains

**Cost** No charge

#### Diocesan Canonical Inspection Briefing Session

ALL CMATs

**Date**

Friday 17 September 2021

**Venue**

Virtual – Microsoft Teams

**Time**

9.30am – 12.30pm

### USING THE DIOCESAN DCI TOOLKIT TO FURTHER EXPLORE OUTSTANDING PRACTICE AND STANDARDS WITHIN THE PROVISION OF RE

PRIMARY

*Facilitated by David Quinn*

**Content**

- An exploration of outstanding RE provision within pupil workbooks
- Effective monitoring and evaluation strategies
- Achieving diocesan *End of Year Expectations*
- Input from a diocesan inspector
- Insights from practitioners within schools recently adjudged 'outstanding' within DCI

**Who is it for?** Headteachers, Senior Leaders and RE Subject Leaders

**Cost** No Charge

#### Using the diocesan DCI Toolkit to further explore outstanding practice and standards within the provision of RE

**Date**

Monday 11 October 2021

**Venue**

Virtual – Microsoft Teams

**Time**

9.30am – 1.00pm



## DRB IGNITE

### DRB IGNITE SENIOR LEADER BRIEFING SESSIONS

PRIMARY/SECONDARY

Facilitated by Andrew Pilmore – drb Ignite Ltd

#### Content

The briefings will cover all aspects of education including:

- Developments in assessment
- Developments in teaching, learning and the curriculum
- The Early Years Foundation Stage
- Government initiatives and documents
- Reviews of reports and research
- Summaries of national achievement outcomes
- Reviews of recently published education reports
- Inspection developments



**Who Is it for?** Primary/Secondary Headteachers,  
Senior Leaders

**Time:** 10.30am – 1.30pm **Cost:** £125

#### Venue:

The Diocesan Centre, Mackworth  
The Diocesan Centre, Mackworth  
The Diocesan Centre, Mackworth

#### Date:

Wednesday 24 November 2021  
Wednesday 23 March 2022  
Wednesday 15 June 2022



**Andrew Pilmore** will present the drb Briefings. He is a skilled presenter, and has been the Headteacher of two primary schools. His first school was judged to be outstanding. He then moved to a school in a very challenging area, and has used his leadership skills and experience to sustain its good judgement.

## CURRICULUM DESIGN

### BUILDING THE KINGDOM

PRIMARY/SECONDARY

Facilitated by Sr Judith Russi SSMN

#### **A distinctive Catholic curriculum design for the transformation of society**

*Contextualising the National Curriculum within the beliefs and values of the Catholic tradition*

The 'Building the Kingdom' curriculum design model enables schools to clearly demonstrate how their curriculum meets the requirements of Ofsted; whilst at the same time meeting the challenge of providing a relevant, innovative and creative curriculum which meets the needs of young people today.



Building the Kingdom is an opportunity to review how your own bespoke curriculum mapping is informed by Catholic Social Teaching and SMSC and is authentically distinctive. We explore the big questions of purpose and meaning that arise throughout the year and provide delegates with the building blocks to engage students with the skills needed to be agents for a Spirit fuelled transformation of society.

Cross phase delegates will work with a team of experienced curriculum developers, including Sister Judith Russi SSMN and members of the National School of Formation, to consider approaches that will promote critical and higher-order thinking skills across the curriculum.

You will develop a wide range of creative strategies for moving learning into action and will be supported as you enable students to develop their oracy and advocacy skills for change for those in the greatest need in society.

**Who Is it for?** Primary/Secondary Headteachers and teachers who have a whole school or phase responsibility at all key stages

**Cost:** £600 per school (includes up to 5 members of staff attending each session)

| Session: | Dates:                  | Venue:                        | Time:           |
|----------|-------------------------|-------------------------------|-----------------|
| 1        | Tuesday 11 January 2022 | The Docesan Centre, Mackworth | 9.30am – 3.30pm |
| 2        | Thursday 03 March 2022  | The Docesan Centre, Mackworth | 9.30am – 3.30pm |
| 3        | Wednesday 04 May 2022   | The Docesan Centre, Mackworth | 9.30am – 3.30pm |
| 4        | Tuesday 07 June 2022    | The Docesan Centre, Mackworth | 9.30am – 3.30pm |



**Sr Judith Russi SSMN** a sister of Saint Mary of Namur, is the director of Catholic educational charity EducareM. She is an inspirational speaker on Catholic education and has published a number of books, including *How to Survive as a Governor in a Catholic School*.

## SENIOR LEADERS

### SCHOOL EXCLUSIONS – GETTING IT RIGHT...

PRIMARY/SECONDARY

*Facilitated by John Walker*

#### Content

Getting the exclusion process right can be a minefield. For every school, it is a last resort, but if you don't get the procedure right, it can easily become a disaster, even when the facts are plain. This is a practical guide to the law and process. John has over 20 years' experience as a solicitor advising schools and governors about exclusions appeals.

**Who is it for?** Headteachers, Governors, Clerks and Independent Review Panel Members **Cost** No charge

#### School Exclusions – Getting it Right...

ALL CMATs

| Session: | Date:                 | Venue:                    | Time:           |
|----------|-----------------------|---------------------------|-----------------|
| 1        | Tuesday 01 March 2022 | Virtual – Microsoft Teams | 7.00pm – 8.30pm |
| 2        | Tuesday 08 March 2022 | Virtual – Microsoft Teams | 7.00pm – 8.30pm |

**PLEASE NOTE THAT ATTENDANCE IS REQUIRED AT BOTH SESSIONS**

### MANAGING COMPLAINTS

PRIMARY/SECONDARY

*Facilitated by John Walker*

#### Content

Managing complaints can feel like a huge burden for headteachers, governors and complaints coordinators. The DfE guidance sets out clear expectations for how schools and trusts should respond to complaints. Managing and understanding the interaction between different obligations can all have a bearing on how to manage a parental complaint.

John has over 20 years' experience as a solicitor advising schools and governors about managing complaints.

**Who is it for?** Headteachers, Governors and Clerks **Cost** No charge

#### Managing Complaints

ALL CMATs

| Date:               | Venue:                    | Time:           |
|---------------------|---------------------------|-----------------|
| Tuesday 10 May 2022 | Virtual – Microsoft Teams | 7.00pm – 8.30pm |

## APPEALS

### APPEALS – PRESENTING OFFICER TRAINING

PRIMARY/SECONDARY

*Facilitated by Anna Zimand*

The likelihood is that at some stage your school is going to have an admission appeal.

This is your opportunity to get the lowdown on what happens and what you need to prepare for.

#### Content

- The school case - do's and don'ts
- Timetable - what needs to be done, by when and why
- Types of appeals and the differences
- The hearing itself, the procedure, addressing people
- Questions you should be prepared for and what questions you should be prepared to ask
- Summing-up

**Who Is it for?** Primary/Secondary Headteachers, Senior Leaders      **Time:** 10.30am–12.00pm      **Cost:** No Charge

#### Venue:

Virtual – ZOOM Meeting

**PRIMARY**

#### Date:

Thursday 03 March 2022

Virtual – ZOOM Meeting

**SECONDARY**

Friday 04 March 2022

## CATHOLIC FOUNDATION STONES

### *Exploring the basics of the Faith*

The programme, 'Catholic Foundation Stones' is a basic introduction to the Catholic faith. It is **free of charge** open to **all** staff and local governors in our schools, for example:

- Colleagues from all faith backgrounds or none who are interested in learning something about the Catholic faith;
- Colleagues who wish to deepen their knowledge of the Catholic faith;
- Colleagues who are returning to the practice of their faith;
- Colleagues who may be interested in becoming Catholics.

*Catholic Foundation Stones* is structured around the four pillars of the *Catechism of the Catholic Church*:

- The faith we **profess** (the Creed – a statement of what we believe);
- The faith we **celebrate** (the Sacraments);
- The faith we **live** (the moral life);
- The faith we **pray** (prayer and the spiritual life).

The programme comprises twelve sessions in total which will be delivered throughout the academic year (four sessions per term). Sessions will last for one hour; they will be delivered informally and will include some input, time for reflection and prayer and opportunities to engage in discussion. Nobody will be tested or 'made' to contribute! (You will be able to join at any point during the year).

Session titles are as follows:

- Session 1 – Introducing the Catholic Faith
- Session 2 – God's Revelation and God the Father and Creator
- Session 3 – God the Son: Jesus Christ
- Session 4 – God the Holy Spirit; Mary and the Saints
- Session 5 – The Church
- Session 6 – Liturgy; the Liturgical Year and the Sacraments
- Session 7 – The Sacraments of Baptism and Confirmation
- Session 8 – The Sacrament of the Eucharist
- Session 9 – The Sacraments of Reconciliation and Anointing of the Sick
- Session 10 – The Sacraments of Marriage and Ordination
- Session 11 – Living a Christian Life
- Session 12 – Prayer

## CATHOLIC FOUNDATION STONES

### CATHOLIC FOUNDATION STONES

PRIMARY/SECONDARY

*Facilitated by Diocesan Colleagues*

**Content**

- An introduction to the Catholic faith for all members of staff and local governors who would benefit from learning more about the faith that underpins the school in which they work
- Structured around the four sections of the *Catechism of the Catholic Church*
- An opportunity to further explore and discuss various aspects of the Catholic faith
- A series of 4 one-hour sessions each term

**Who is it for?** All Staff (All CMATs)

**Cost** No Charge

#### ADVENT TERM – Catholic Foundation Stones (4 sessions)

**ALL CMATs**

| Date                      | Venue                     | Time            |
|---------------------------|---------------------------|-----------------|
| Tuesday 28 September 2021 | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 12 October 2021   | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 16 November 2021  | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 07 December 2021  | Virtual – Microsoft Teams | 4.00pm – 5.00pm |

#### LENT TERM – Catholic Foundation Stones (4 sessions)

**ALL CMATs**

| Date                     | Venue                     | Time            |
|--------------------------|---------------------------|-----------------|
| Tuesday 18 January 2022  | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 08 February 2022 | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 01 March 2022    | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 29 March 2022    | Virtual – Microsoft Teams | 4.00pm – 5.00pm |

#### PENTECOST TERM – Catholic Foundation Stones (4 sessions)

**ALL CMATs**

| Date                  | Venue                     | Time            |
|-----------------------|---------------------------|-----------------|
| Tuesday 26 April 2022 | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 17 May 2022   | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 07 June 2022  | Virtual – Microsoft Teams | 4.00pm – 5.00pm |
| Tuesday 05 July 2022  | Virtual – Microsoft Teams | 4.00pm – 5.00pm |

# PRIMARY RELIGIOUS EDUCATION

## NEW TEACHERS & RE SUBJECT LEADERS

### TEACHERS NEW TO A CATHOLIC SCHOOL

PRIMARY/SECONDARY

*Facilitated by David Quinn*

**Content**

- The distinctive nature of Catholic schools and their role within the mission of the Church
- The vocation of the teacher in a Catholic school
- The place of prayer and worship within the Catholic school
- Introduction to planning and leading worship
- Developing an understanding of Catholic Life within our schools
- Introduction to Catholic terms and traditions including the Church's liturgical year

**Who is it for?** Teachers new to Catholic schools  
Primary/Secondary (All CMATs)

**Cost** No charge

#### ADVENT TERM – Teachers New to a Catholic School (Day 1)

**Date**

Thursday 16 September 2021  
Monday 20 September 2021

**Venue**

Virtual – Microsoft Teams  
The Diocesan Centre, Mackworth

**Time**

9.30am – 1.00pm  
9.30am – 3.00pm

#### LENT TERM – Teachers New to a Catholic School (Day 2)

**Date**

Tuesday 25 January 2022  
Thursday 27 January 2022

**Venue**

Virtual – Microsoft Teams  
The Diocesan Centre, Mackworth

**Time**

9.30am – 1.00pm  
9.30am – 3.00pm

### INDUCTION FOR NEW OR RECENTLY APPOINTED RE SUBJECT LEADERS

PRIMARY

*Facilitated by David Quinn*

**Content**

- Outline of the role of the subject leader for Religious Education in the primary school
- Leading Religious Education as 'the' core subject in a Catholic school
- Supporting staff with Religious Education
- The mentoring role of the subject leader
- Self-evaluation relating to diocesan canonical inspection
- Assessment and moderation within Religious Education
- Developing and maintaining evidence bases

**Who is it for?** New Primary RE Subject Leaders  
(All CMATs)

**Cost** No Charge

#### ADVENT TERM – Induction for New or Recently Appointed RE Subject Leaders

**ALL CMATs**

**Date**

Thursday 9 September 2021

**Venue**

Virtual – Microsoft Teams

**Time**

9.30am – 1.00pm

# PRIMARY RELIGIOUS EDUCATION

## NEW TEACHERS & RE SUBJECT LEADERS

### TEACHERS NEW TO 'COME AND SEE'

PRIMARY

*Facilitated by David Quinn*

#### Content

- Exploring the 'Come and See' programme for Religious Education
- Provision of additional resources to support teachers
- Developing creativity within Religious Education lessons
- Planning, assessment and moderation within Religious Education
- Aspiring to outstanding teaching and learning in Religious Education

**Who is it for?** Teachers new to Catholic schools  
Primary, Lay Chaplains (All CMATs)

**Cost** No charge

### ADVENT TERM – Teachers New to 'Come and See'

ALL CMATs

#### Date

Monday 27 September 2021

#### Venue

The Diocesan Centre, Mackworth

#### Time

9.30am – 3.00pm

#### Date

Thursday 30 September 2021

#### Venue

Virtual – Microsoft Teams

#### Time

9.30am – 1.00pm



# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS & TEACHERS

### THE BISHOP'S CERTIFICATE FOR TEACHERS

PRIMARY

Facilitated by David Quinn

The Bishop's Certificate for Teachers (BCT) is a foundation course for teachers.

The purpose of the BCT is to provide primary school teachers in Catholic schools within our diocese the opportunity to explore and understand the core theological principles of the Catholic faith in order to assist with, and compliment the delivery of the 'Come and See' RE programme.

As well as providing an insight into aspects of the Catholic faith, this foundation course aims to: increase the knowledge and understanding of the theological background to topics in the 'Come and See' RE programme; increase staff confidence with regards to the delivery of RE in the classroom; develop a creative approach to RE provision and provide an encouraging learning environment where questions can be asked and faith explored.

**Who is it for?** Teachers in Catholic schools  
Primary (All CMATs)

**Cost** £125

#### DAY 1

Introduction to the BCT  
Scripture – The Old Testament  
Scripture – The New Testament

**Date:** Tuesday 12 October 2021  
**Time:** 9.30am – 1.00pm  
**Venue:** Virtual - Microsoft Teams

#### DAY 2

Sacraments – Baptism and Confirmation  
Sacraments – The Eucharist

**Date:** Tuesday 23 November 2021  
**Time:** 9.30am – 3.00pm  
**Venue:** The Diocesan Centre, Mackworth

#### DAY 3

The Kingdom of God – Who is Jesus?  
The Kingdom of God – What is the Church?

**Date:** Tuesday 01 February 2022  
**Time:** 9.30am – 1.00pm  
**Venue:** Virtual - Microsoft Teams

#### DAY 4

Living the Faith – Christian Morality  
Living the Faith – The Catholic Church and other religions

**Date:** Thursday 28 April 2022  
**Time:** 9.30am – 3.00pm  
**Venue:** The Diocesan Centre, Mackworth

#### DAY 5

Prayer 1 – Liturgy and Collective Worship  
Prayer 2 – Spirituality

**Date:** Thursday 16 June 2022  
**Time:** 9.30am – 1.00pm  
**Venue:** Virtual - Microsoft Teams

#### DAY 6

Concluding Session  
Certificates Awarded

**Date:** Thursday 07 July 2022  
**Time:** 9.30am – 3.00pm  
**Venue:** The Diocesan Centre, Mackworth

# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS

### OUR LADY OF LOURDES CMAT

#### PRIMARY

*Facilitated by David Quinn*

#### Content

- Updates for primary RE leaders
- Input from Bethany Frier (CAFOD) on recent initiatives and resources for primary schools

**Who is it for?** RE Subject Leaders

**Cost** No charge

#### ADVENT TERM – Subject Leaders' Meeting

**Our Lady of Lourdes CMAT**

#### Date

Wednesday 06 October 2021

#### Venue

Sacred Heart Parish Centre, Carlton

#### Time

9.30am – 3.00pm

#### LENT TERM – Subject Leaders' Meeting

**Our Lady of Lourdes CMAT**

#### Date

Wednesday 09 March 2022

#### Venue

Sacred Heart Parish Centre, Carlton

#### Time

9.30am – 3.00pm

#### PENTECOST TERM – Subject Leaders' Meeting

**Our Lady of Lourdes CMAT**

#### Date

Wednesday 22 June 2022

#### Venue

Sacred Heart Parish Centre, Carlton

#### Time

9.30am – 3.00pm

### RE SUBJECT LEADER MEETINGS

### ST THÉRÈSE OF LISIEUX CMAT

#### PRIMARY

*Facilitated by David Quinn*

#### Content

- Updates for primary RE leaders
- Input from Bethany Frier (CAFOD) on recent initiatives and resources for primary schools

**Who is it for?** RE Subject Leaders

**Cost** No charge

#### ADVENT TERM – Subject Leaders' Meeting

**St Thérèse of Lisieux CMAT**

#### Date

Monday 04 October 2021

#### Venue

The Lawn, Lincoln

#### Time

9.30am – 3.00pm

#### LENT TERM – Subject Leaders' Meeting

**St Thérèse of Lisieux CMAT**

#### Date

Tuesday 08 March 2022

#### Venue

The Lawn, Lincoln

#### Time

9.30am – 3.00pm

#### PENTECOST TERM – Subject Leaders' Meeting

**St Thérèse of Lisieux CMAT**

#### Date

Monday 20 June 2022

#### Venue

The Lawn, Lincoln

#### Time

9.30am – 3.00pm

# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS

### ST THOMAS AQUINAS CMAT

PRIMARY

*Facilitated by David Quinn*

**Content**

- Updates for primary RE leaders
- Input from Bethany Frier (CAFOD) on recent initiatives and resources for primary schools

**Who is it for?** RE Subject Leaders

**Cost** No charge

#### ADVENT TERM – Subject Leaders' Meeting

St Thomas Aquinas CMAT

**Date**

Thursday 07 October 2021

**Venue**

Charnwood Edge, Cossington

**Time**

9.30am – 3.00pm

#### LENT TERM – Subject Leaders' Meeting

St Thomas Aquinas CMAT

**Date**

Thursday 10 March 2022

**Venue**

Charnwood Edge, Cossington

**Time**

9.30am – 3.00pm

#### PENTECOST TERM – Subject Leaders' Meeting

St Thomas Aquinas CMAT

**Date**

Thursday 23 June 2022

**Venue**

Charnwood Edge, Cossington

**Time**

9.30am – 3.00pm

### RE SUBJECT LEADER MEETINGS

### ST RALPH SHERWIN CMAT

PRIMARY

*Facilitated by David Quinn*

**Content**

- Updates for primary RE leaders
- Input from Bethany Frier (CAFOD) on recent initiatives and resources for primary schools

**Who is it for?** RE Subject Leaders

**Cost** No charge

#### ADVENT TERM – Subject Leaders' Meeting

St Ralph Sherwin CMAT

**Date**

Tuesday 05 October 2021

**Venue**

The Diocesan Centre, Mackworth

**Time**

9.30am – 3.00pm

#### LENT TERM – Subject Leaders' Meeting

St Ralph Sherwin CMAT

**Date**

Monday 07 March 2022

**Venue**

The Diocesan Centre, Mackworth

**Time**

9.30am – 3.00pm

#### PENTECOST TERM – Subject Leaders' Meeting

St Ralph Sherwin CMAT

**Date**

Tuesday 21 June 2022

**Venue**

The Diocesan Centre, Mackworth

**Time**

9.30am – 3.00pm

# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### LENT TERM – RELIGIOUS EDUCATION SUBJECT LEADERS' RETREAT DAY

PRIMARY

*Facilitated by Sr Hyacinthe Defos du Rau, OP  
Formation for Mission Team Leader,  
Department of Evangelisation, Diocese of Portsmouth*

Sister Hyacinthe Defos du Rau, OP is a member of the Dominican Sisters of St Joseph in Lymington, which she joined in 2000. She has been an associate member of staff at the Maryvale Institute, Birmingham, since 2007, and is one of their MA student supervisors. She is the author of the 'Anchor' resource for adult faith formation. Since 2007, she has been translating from French the 'Come, Follow Me' catechesis. As well as publishing the English translation of the catechists' books, she is responsible for training catechists for this particular pedagogy, which is currently being implemented in schools and parishes in England, Ireland and the United States.

She is currently the Formation for Mission Team Leader for the Department for Evangelisation in the Diocese of Portsmouth.

The day aims to provide the opportunity for Religious Education subject leaders to receive both spiritual and professional nourishment.

**Who is it for?** RE Subject Leaders (All CMATs)      **Cost**      £25

#### RE SUBJECT LEADERS' RETREAT DAY

ALL CMATs

**Date**

Thursday 10 February 2022

**Venue**

The Diocesan Centre, Mackworth

**Time**

10.00am – 3.00pm

# PRIMARY RELIGIOUS EDUCATION

## 'COME AND SEE'

### SUPPORT WITH PLANNING 'COME AND SEE' FOR LENT TERM 2022

PRIMARY

Facilitated by David Quinn

#### Content

- Exploration of the revised diocesan 'Come and See' planning written in alignment with the *End of Year Expectations* document
- Opportunities to plan and share resources with colleagues
- Further strategies which promote excellence in Religious Education provision
- Expectations and standards within Religious Education books
- Exploration of additional website resources

**Who is it for?** KS1/KS2 Teachers (All CMATs) **Cost** £15

#### ADVENT TERM – Support with Planning 'Come and See' for Lent Term 2022

Our Lady of Lourdes CMAT

##### Date

Monday 06 December 2021  
Monday 13 December 2021

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### ADVENT TERM – Support with Planning 'Come and See' for Lent Term 2022

St Thérèse of Lisieux CMAT

##### Date

Tuesday 07 December 2021  
Tuesday 14 December 2021

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### ADVENT TERM – Support with Planning 'Come and See' for Lent Term 2022

St Thomas Aquinas CMAT

##### Date

Wednesday 08 December 2021  
Wednesday 15 December 2021

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### ADVENT TERM – Support with Planning 'Come and See' for Lent Term 2022

St Ralph Sherwin CMAT

##### Date

Thursday 09 December 2021  
Thursday 16 December 2021

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

# PRIMARY RELIGIOUS EDUCATION

## 'COME AND SEE'

### SUPPORT WITH PLANNING 'COME AND SEE' FOR PENTECOST TERM 2022

PRIMARY

Facilitated by David Quinn

#### Content

- Exploration of the revised diocesan 'Come and See' planning written in alignment with the *End of Year Expectations* document
- Opportunities to plan and share resources with colleagues
- Further strategies which promote excellence in Religious Education provision
- Expectations and standards within Religious Education books
- Exploration of additional website resources

**Who is it for?** KS1/KS2 Teachers (All CMATs) **Cost** £15

#### LENT TERM – Support with Planning 'Come and See' for Pentecost Term 2022

Our Lady of Lourdes CMAT

##### Date

Monday 21 March 2022

Monday 28 March 2022

##### Venue

**KS1** Virtual – Microsoft Teams

**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm

9.30am – 1.00pm

#### LENT TERM – Support with Planning 'Come and See' for Pentecost Term 2022

St Thérèse of Lisieux CMAT

##### Date

Tuesday 22 March 2022

Tuesday 29 March 2022

##### Venue

**KS1** Virtual – Microsoft Teams

**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm

9.30am – 1.00pm

#### LENT TERM – Support with Planning 'Come and See' for Pentecost Term 2022

St Thomas Aquinas CMAT

##### Date

Wednesday 23 March 2022

Wednesday 30 March 2022

##### Venue

**KS1** Virtual – Microsoft Teams

**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm

9.30am – 1.00pm

#### LENT TERM – Support with Planning 'Come and See' for Pentecost Term 2022

St Ralph Sherwin CMAT

##### Date

Thursday 24 March 2022

Thursday 31 March 2022

##### Venue

**KS1** Virtual – Microsoft Teams

**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm

9.30am – 1.00pm

# PRIMARY RELIGIOUS EDUCATION

## 'COME AND SEE'

### SUPPORT WITH PLANNING 'COME AND SEE' FOR ADVENT TERM 2022

PRIMARY

Facilitated by David Quinn

#### Content

- Exploration of the revised diocesan 'Come and See' planning written in alignment with the *End of Year Expectations* document
- Opportunities to plan and share resources with colleagues
- Further strategies which promote excellence in Religious Education provision
- Expectations and standards within Religious Education books
- Exploration of additional website resources

**Who is it for?** KS1/KS2 Teachers (All CMATs) **Cost** £15

#### PENTECOST TERM – Support with Planning 'Come and See' for Advent Term 2022

Our Lady of Lourdes CMAT

##### Date

Tuesday 28 June 2022  
Monday 11 July 2022

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### PENTECOST TERM – Support with Planning 'Come and See' for Advent Term 2022

St Thérèse of Lisieux CMAT

##### Date

Monday 04 July 2022  
Tuesday 12 July 2022

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### PENTECOST TERM – Support with Planning 'Come and See' for Advent Term 2022

St Thomas Aquinas CMAT

##### Date

Monday 27 June 2022  
Wednesday 06 July 2022

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

#### PENTECOST TERM – Support with Planning 'Come and See' for Advent Term 2022

St Ralph Sherwin CMAT

##### Date

Tuesday 05 July 2022  
Wednesday 13 July 2022

##### Venue

**KS1** Virtual – Microsoft Teams  
**KS2** Virtual – Microsoft Teams

##### Time

9.30am – 1.00pm  
9.30am – 1.00pm

# PRIMARY RELIGIOUS EDUCATION

## 'COME AND SEE'

### MODERATION, ASSESSMENT AND EXPECTATIONS WITHIN PRIMARY RE

PRIMARY

*Facilitated by David Quinn*

#### Content

- Demonstrating progress in Knowledge and Understanding (AT1)
- Training and support for AT2 and AT3 in Religious Education
- Opportunities to calibrate/moderate assessed work in Religious Education
- Exploring expectations within Religious Education books

**Who is it for?** KSI/KS2 Teachers (All CMATs)

**Cost** £15

#### OUR LADY OF LOURDES CMAT

##### ADVENT TERM – Moderation, Assessment and Expectations

| Date                       | Venue                               | Time             |
|----------------------------|-------------------------------------|------------------|
| Wednesday 01 December 2021 | Sacred Heart Parish Centre, Carlton | 9.30am – 12.30pm |

##### LENT TERM – Moderation, Assessment and Expectations

| Date                       | Venue                               | Time             |
|----------------------------|-------------------------------------|------------------|
| Wednesday 23 February 2022 | Sacred Heart Parish Centre, Carlton | 9.30am – 12.30pm |

##### PENTECOST TERM – Moderation, Assessment and Expectations

| Date                  | Venue                               | Time             |
|-----------------------|-------------------------------------|------------------|
| Thursday 14 July 2022 | Sacred Heart Parish Centre, Carlton | 9.30am – 12.30pm |

#### ST THÉRÈSE OF LISIEUX CMAT

##### ADVENT TERM – Moderation, Assessment and Expectations

| Date                    | Venue             | Time             |
|-------------------------|-------------------|------------------|
| Monday 29 November 2021 | The Lawn, Lincoln | 9.30am – 12.30pm |

##### LENT TERM – Moderation, Assessment and Expectations

| Date                    | Venue             | Time             |
|-------------------------|-------------------|------------------|
| Monday 28 February 2022 | The Lawn, Lincoln | 9.30am – 12.30pm |

##### PENTECOST TERM – Moderation, Assessment and Expectations

| Date                | Venue             | Time             |
|---------------------|-------------------|------------------|
| Friday 15 July 2022 | The Lawn, Lincoln | 9.30am – 12.30pm |



# PRIMARY RELIGIOUS EDUCATION

## 'COME AND SEE'

### MODERATION, ASSESSMENT AND EXPECTATIONS WITHIN PRIMARY RE

#### PRIMARY

*Facilitated by David Quinn*

#### Content

- Demonstrating progress in Knowledge and Understanding (AT1)
- Training and support for AT2 and AT3 in Religious Education
- Opportunities to calibrate/moderate assessed work in Religious Education
- Exploring expectations within Religious Education books

**Who is it for?** KSI/KS2 Teachers (All CMATs)

**Cost** £15

#### ST THOMAS AQUINAS CMAT

##### ADVENT TERM – Moderation, Assessment and Expectations

| Date                     | Venue                      | Time             |
|--------------------------|----------------------------|------------------|
| Tuesday 30 November 2021 | Charnwood Edge, Cossington | 9.30am – 12.30pm |

##### LENT TERM – Moderation, Assessment and Expectations

| Date                  | Venue                      | Time             |
|-----------------------|----------------------------|------------------|
| Tuesday 01 March 2022 | Charnwood Edge, Cossington | 9.30am – 12.30pm |

##### PENTECOST TERM – Moderation, Assessment and Expectations

| Date                  | Venue                      | Time             |
|-----------------------|----------------------------|------------------|
| Thursday 30 June 2022 | Charnwood Edge, Cossington | 9.30am – 12.30pm |

#### ST RALPH SHERWIN CMAT

##### ADVENT TERM – Moderation, Assessment and Expectations

| Date                      | Venue                          | Time             |
|---------------------------|--------------------------------|------------------|
| Thursday 02 December 2021 | The Diocesan Centre, Mackworth | 9.30am – 12.30pm |

##### LENT TERM – Moderation, Assessment and Expectations

| Date                   | Venue                          | Time             |
|------------------------|--------------------------------|------------------|
| Thursday 03 March 2022 | The Diocesan Centre, Mackworth | 9.30am – 12.30pm |

##### PENTECOST TERM – Moderation, Assessment and Expectations

| Date                | Venue                          | Time             |
|---------------------|--------------------------------|------------------|
| Monday 18 July 2022 | The Diocesan Centre, Mackworth | 9.30am – 12.30pm |

# WELLBEING AND MENTAL HEALTH

## WELLBEING AND MENTAL HEALTH

### MENTAL HEALTH IN EDUCATION: A CATHOLIC APPROACH

PRIMARY/SECONDARY

*Facilitated by David Quinn*

#### Content

The session will provide a Catholic Christian theological and pastoral framework for understanding mental health, as well as providing practical tools for those who support young people struggling with mental health.

Further insights and resources will be explored, proved by psychiatrists, psychologists, counsellors, academics, youth ministers, media professionals and religious.

**Who is it for?** School Leaders and those who have the responsibility of overseeing this area within school

**Cost** £15

### Mental Health in Education: a Catholic Approach

#### Date

Tuesday 28 September 2021

Wednesday 13 October 2021

#### Venue

The Diocesan Centre, Mackworth

Virtual – Microsoft Teams

#### Time

9.30am – 3.00pm

9.30am – 1.00pm

# RELATIONSHIPS AND SEX EDUCATION

## RSE

### GUIDANCE FOR KEY STAGE 1 AND 2 TEACHERS WHEN DELIVERING RSHE WITHIN THE CATHOLIC SCHOOL

PRIMARY

*Facilitated by David Quinn  
Guest Speaker – Catherine Kirk  
(PSHE Adviser, Nottingham City LA)*

#### Content

- An exploration of basic RSHE skills
- Approaches to teaching and learning within the primary RSHE curriculum
- Further explanation of related terminology within the context of Church teaching
- Effective approaches to RSHE planning and delivery

**Who is it for?** Key Stage 1 and 2 Teachers (All CMATs) **Cost** No Charge

**PLEASE NOTE THAT THESE ARE A REPEAT OF THE SESSIONS HOSTED IN MAY 2021**

#### ADVENT TERM – Effective RSHE provision within Key Stage 1

| Date                     | Venue                     | Time            |
|--------------------------|---------------------------|-----------------|
| Tuesday 02 November 2021 | Virtual – Microsoft Teams | 9.30am – 1.00pm |

#### ADVENT TERM – Effective RSHE provision within Key Stage 2

| Date                       | Venue                     | Time            |
|----------------------------|---------------------------|-----------------|
| Wednesday 17 November 2021 | Virtual – Microsoft Teams | 9.30am – 1.00pm |

# RELATIONSHIPS AND SEX EDUCATION

## RSE

### EFFECTIVE IMPLEMENTATION AND MONITORING OF PRIMARY RSHE

PRIMARY

*Facilitated by David Quinn  
Guest Speaker – Catherine Kirk  
(PSHE Adviser, Nottingham City LA)*

**Focus**

- The session will provide an opportunity to explore a range of strategies and initiatives which serve to promote effective practice in terms of implementing and monitoring RSHE within the primary school
- Further insights and resources will also be shared by Catherine Kirk, PSHE Adviser for Nottingham City LA

**Who is it for?** School Leaders responsible for the co-ordinating of RSHE

**Cost** No Charge

### Effective Implementation and Monitoring of Primary RSHE

**Date**

Wednesday 10 November 2021

**Venue**

Virtual – Microsoft Teams

**Time**

9.30am – 1.00pm

# COLLECTIVE WORSHIP

## COLLECTIVE WORSHIP

### DEVELOPING AND EVALUATING COLLECTIVE WORSHIP

PRIMARY/SECONDARY

*Facilitated by Tom Baptist, Director of NDCYS*

#### Content – Level 1

**Cost** £50 (face to face) £30 (virtual)

- The principles and traditions behind Collective Worship in Catholic schools and how to be creative and imaginative when planning worship
- Exploring tools, technology and resources to help plan Collective Worship with pupils and staff
- Empowering and inspiring young people to create memorable and meaningful worship experiences

#### Content – Level 2

**Cost** £50 (face to face) £30 (virtual)

- For those who lead and manage Collective Worship in schools
- Exploring the tools, technology and resources which can be used to support staff and young people
- Opportunities to look reflectively at your school's strategic approach to Collective Worship
- How to evaluate Collective Worship in school and build up evidence in readiness for diocesan canonical inspection

### ADVENT TERM - Developing and Evaluating Collective Worship

#### Date

Thursday 04 November 2021  
Friday 05 November 2021

**Level 1**  
**Level 1**

#### Venue

The Diocesan Centre, Mackworth  
Virtual – Microsoft Teams

#### Time

9.30am – 3.00pm  
9.30am – 1.00pm

#### Date

Thursday 20 January 2022  
Friday 21 January 2022

**Level 2**  
**Level 2**

#### Venue

The Diocesan Centre, Mackworth  
Virtual – Microsoft Teams

#### Time

9.30am – 3.00pm  
9.30am – 1.00pm

### CELEBRATING THE MASS

*Facilitated by Tom Baptist, Director of NDCYS*

#### Content

This one day course is an opportunity to understand how to prepare the Mass in schools in an engaging, inclusive and accessible way. It will look at our rich liturgical tradition and how we can harmonise with the whole Church when we celebrate the Mass together. This course is for anyone who works with young people to prepare Mass and will give you simple practical tools and resources to take some of the confusion, doubt and worry out of your preparation!

#### Who is it for?

Headteachers, RE Subject  
Leaders, Collective Worship  
Leaders, Class Teachers and Lay  
Chaplains

**Cost:** £50 (face to face) £30 (virtual)

### PENTECOST TERM – Celebrating the Mass

#### Date

Thursday 09 June 2022  
Friday 10 June 2022

#### Venue

The Diocesan Centre, Mackworth  
Virtual – Microsoft Teams

#### Time

9.30am – 3.00pm  
9.30am – 1.00pm

# LAY CHAPLAINCY

## LAY CHAPLAINCY RETREAT

### LAY CHAPLAINS' 'INSET' DAYS

*Facilitated by NDCYS and NRCDES*

**Content**

In an exciting new venture in the life of our diocese, we shall be offering a termly INSET day for all lay chaplains.

This will include a key note address and workshops on a range of themes.

**Who is it for?** Lay Chaplains

**Cost:** No Charge

### ADVENT TERM

**Date**

Tuesday 21 September 2021

**Venue**

The Diocesan Centre, Mackworth

**Time**

9.30am – 3.30pm

### LENT TERM

**Date**

Wednesday 16 March 2022

**Venue**

The Briars, Crich

**Time**

9.30am – 3.30pm

### PENTECOST TERM

**Date**

Thursday 19 May 2022

**Venue**

The Briars, Crich

**Time**

9.30am – 3.30pm

### LAY CHAPLAINS' RESIDENTIAL RETREAT

PRIMARY/SECONDARY

*Facilitated by NDCYS*

**Who is it for?** Lay Chaplains

**Cost:** No Charge

**Date** Thursday 13 January 2022 to Friday 14 January 2022

**Venue:** The Briars Catholic Youth Retreat Centre, Crich, DE4 5BW



# BOOKING INFORMATION

## **Making a Booking**

Please visit [www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes) and follow the screen instructions to reserve you place at any NRCDES event. A 'How to' guidance note is available on the home page ([www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes)) for your reference. The process is very similar to online shopping..... just put the places you want in your basket and checkout!

## **Cancelling a Booking**

You can cancel a booking up until 10 working days before the date of the course with no cancellation fee. After 10 working days you will be liable to pay the full cost of the course (except in exceptional circumstances).

Should you wish to adjust a booking (e.g. to change a delegate) before or after the cancellation deadline, please contact us.

Full payment will be required for non-attendance on a course. In the event of cancellation of a course, we will endeavour to inform all participants two weeks before the course is due to take place, although please be aware that this is not always possible. No charge will be made to schools in this event.

Where dates are varied by the NRCDES, course participants have the option to withdraw from the course at no cost to the school if the new dates are not convenient.

To cancel your online booking please contact us on:  
[coursebookings@nottingham-des.org.uk](mailto:coursebookings@nottingham-des.org.uk) / 01332 293833

Should you have any queries or need assistance, please contact us on 01332 293833

# VENUE INFORMATION

## **Belton Woods Hotel**

Belton, Grantham, NG32 2LN

☎ 01476 593200

## **East Midlands Conference Centre**

Beeston Lane, NOTTINGHAM, NG7 2RJ

☎ 0115 876 0900

## **Sacred Heart Parish Centre**

97 Carlton Hill, Carlton, NOTTINGHAM, NG4 1FP

☎ 0115 911 8266

## **St Thérèse of Lisieux CMAT (Central Office)**

Suite 4, The Lawn, Union Road, LINCOLN, LN1 3BU

☎ 01522 849620

## **St Thomas Aquinas CMAT (Central Office)**

Unit 5, Charnwood Edge, Syston Road, COSSINGTON, LE7 4UZ (NB: Do not use the post code to program Sat Nav – it takes you to a farm)

☎ 0116 296 8171

## **The Diocesan Centre**

Mornington Crescent, Mackworth, DERBY, DE22 4BD

☎ 01332 293833

## **The Nottingham Diocesan Youth Service**

The Briars Catholic Youth Retreat Centre, Crich Common, Crich, MATLOCK, DE4 5BW

☎ 01773 852044





