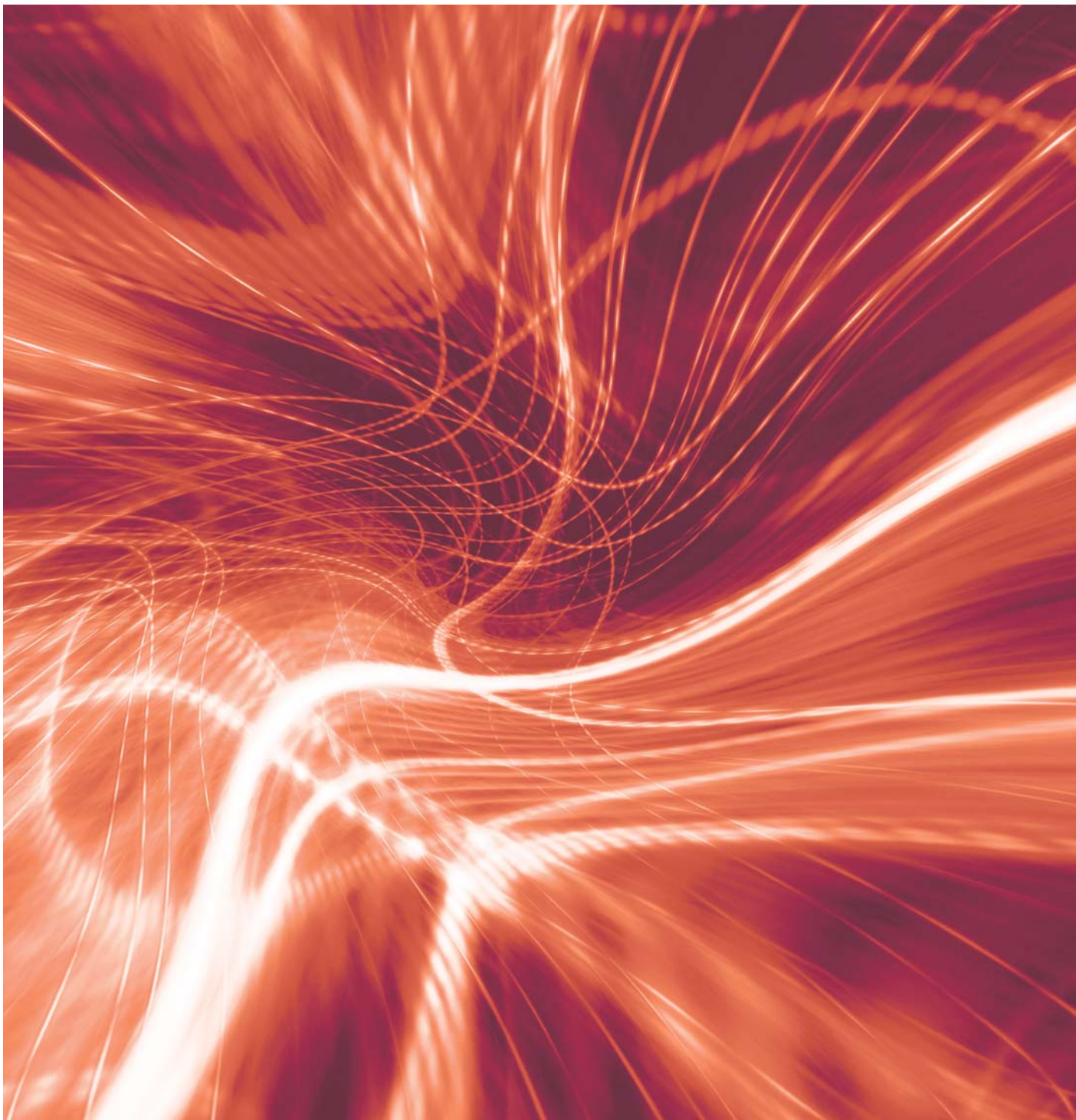


Guide to LSIS services 2009–10

Summary

A graphic element consisting of several overlapping, flowing, wavy lines in shades of orange and red, resembling a stylized ribbon or a dynamic wave, positioned above the LSIS text.

LSIS LEARNING
AND SKILLS
IMPROVEMENT
SERVICE



Publisher

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Further copies of this guide are available to download in PDF format at www.lsis.org.uk

Foreword

LSIS: working with you to improve services

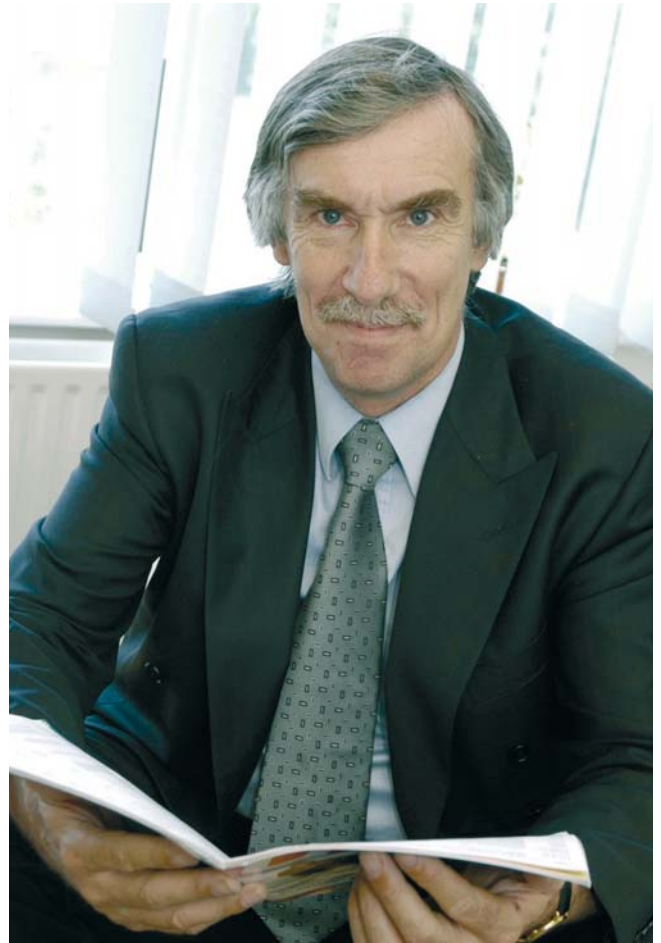
Thank you for your interest in our 2009–10 prospectus. We hope that you find it an invaluable and constructive guide to the support and services that the Learning and Skills Improvement Service (LSIS) provides.

In the past year, we have witnessed the continuing evolution of the learning and skills sector. To reflect the movement towards self-improvement and the continuing aim to achieve excellence across the sector, LSIS itself has adapted and has now truly become the sector-owned and sector-led body for learning and skills.

But the process of change does not stop there. Our unique position within the sector demands that our packages, programmes and support meet the real needs of all education providers. Everything that LSIS does must have a positive impact on the day-to-day experiences of learners. Therefore, our programmes are becoming increasingly tailored to meet the requests that you have made.

So, what can you expect from LSIS in the future?

Talking to providers and learning from their experiences remain at the heart of our work. This dialogue informs the design and delivery of our programmes, helping to create a culture of constant innovation and self-improvement, both within LSIS and within the sector in general.



With this in mind, please continue to tell us what you think, so that we can keep using your expertise and experience to adapt and improve our own services.

Dr David Collins CBE
Chief Executive
Learning and Skills Improvement Service

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How to use this guide

The Learning and Skills Improvement Service's aim is to accelerate the drive for excellence in the learning and skills sector using the sector's own capacity to design, commission and deliver improvement and strategic change. This summary guide to LSIS's services has been designed for staff at all levels, and governors, to help you find the right programme for you and your organisation.

All the programmes are listed in the guide map on the next two pages. To help you identify appropriate programmes for your needs, at a glance, the guide map uses colours and symbols to indicate:

- ★ For practitioners
- ▲ For leaders, managers and governors
- For organisations

As well as the guide map, this summary guide provides a brief overview of all the programmes. It also includes details about LSIS resources to enhance your knowledge and skills, a glossary, information about equality and diversity, our subsidy policy, and a summary of our enrolment terms and conditions.

For more information about the programmes, please visit our website or consult one of the three detailed guides, which use the same colour schemes as the guide map overleaf:

- ★ Guide to LSIS services 2009–10 for practitioners
- ▲ Guide to LSIS services 2009–10 for leaders, managers and governors
- Guide to LSIS services 2009–10 for organisations

We have also published the Leadership Skills for Governance programme and support guide 2009–10.

There are other ways to find out how we can help you.

The **Excellence Gateway** is the online portal for practitioners at all levels in the learning and skills sector, where you can access a huge range of resources, inspire innovation and share good practice. See www.excellencegateway.org.uk

Our **website** at www.lsis.org.uk has corporate information on LSIS, latest LSIS news, information about our events and publications and about further education and skills policy developments.

The **LSIS helpline** can also offer advice and guidance on your services and support; please call 0870 060 3278.

The **online directory** of support for learning and skills professionals is available via the Excellence Gateway. It includes details of all LSIS's national partners' programmes and services, with an interactive and user-friendly route map that signposts you to suitable support, programmes and services.

In consultation with you, we are revising and enhancing our offer so that we remain responsive to your needs and the changes the sector is facing. This guide covers the period until April 2010, when we will introduce a new set of services.

As always, we welcome feedback on this guide and on the range of services in general; please email enquiries@lsis.org.uk

Guide map

Key to detailed guides

★ For practitioners

▲ For leaders, managers and governors

● For organisations

Programme name	Which guide?		
14-19 Reforms (see <i>Qualification Reforms</i>)			
Aspiring Principals and Senior Leaders Programme		▲	
Career Development Service	★	▲	
Centres for Excellence in Teacher Training (CETTs)	★		●
eCPD Programme	★		
Equality and Diversity Strategy Programmes	★	▲	●
– Black Leadership Initiative		▲	
– First Steps to Leadership – ILM level 5		▲	
– Introduction to Leadership – ILM level 3	★	▲	
– Leading Sexual Orientation Equality		▲	●
Excellence Gateway	★	▲	●
From Management to Leadership		▲	
Gateway of Leadership Development		▲	●
Harnessing Technology – support for e-learning (Collaborative Leadership Skills and Technology, Connect, eQuIP, eXplorer, WBL eXplorer, Leading Change for Digital Dividends, Realise)		▲	●
Healthy FE Programme	★		●
Hot Topic Seminars for ACL Leaders and Managers		▲	●
Improvement Adviser Service			●
International			●
Leadership and Performance Coaching		▲	●
Leadership in Practice Certificate		▲	
Leadership in Practice Diploma		▲	
Leadership of Learner Voice – Student Leadership		▲	●
Leadership Skills for Governance		▲	●
Leadership Toolkits (WBL, ISC and ACL)		▲	●
Leading Change through Professional Dialogue		▲	●
Learning and Skills Beacon Status			●

Key to detailed guides

★ For practitioners

▲ For leaders, managers and governors

● For organisations

Programme name	Which guide?		
Moving into Leadership Roles – ILM level 5		▲	
National Learner Panel and 14-19 Learner Panel	★		●
Organisational Consultancy and Services			●
Policy and Strategic Intelligence	★	▲	●
Prepared for Inspection? Building and Demonstrating Capacity to Improve		▲	●
Principals Qualifying Programme: Executive Leadership Development		▲	
Qualification Reforms (<i>including 14–19</i>)			
– 14–19 Leadership and Management Development Programme		▲	●
– 14–19 Workforce Support Programme	★		●
– Foundation Learning Support	★	▲	●
– Functional Skills Support Programme	★	▲	●
– General Qualifications Support Programme	★		●
– Qualifications and Credit Framework Readiness: Provider Support	★		●
– Post-16 Citizenship Support Programme	★		●
Quality Champions Accreditation Programme		▲	
Research	★	▲	●
Routes to Success		▲	●
Safeguarding and Safer Recruitment			●
Science, Technology, Engineering and Mathematics (STEM) Programme	★		●
Skills for Life Support Programme	★		
STAR Awards	★		●
Subject Learning Coaches	★		●
Support for Excellence	★	▲	●
SWOT for ACL			●
Workforce Remodelling: Leading Change, Changing Leadership		▲	●
Working in Partnerships		▲	●
Work Shadowing	★	▲	
World Class Skills – Developing Responsive Provision	★	▲	●

Aspiring Principals and Senior Leaders Programme

This programme is designed for strategic senior post-holders, with at least one year's experience, who want to develop their leadership capabilities in order to play a more effective role in their current management position or by taking on the post of principal. The programme provides a challenging and stimulating learning experience that enhances leadership capabilities and lasting personal and professional effectiveness, and its value and excellence has been long established in the sector.

@ apslp@lsis.org.uk

 www.lsis.org.uk/apslp

£ £6,210

 Subsidies available

Career Development Service

We help you plan and manage your career by offering advice on developing in your current role, progression routes, work-life balance and developing the skills and confidence needed to be successful. We offer workshops and consultancy to help organisations improve their recruitment, selection and support processes, and equip them to identify and nurture talent and to handle redundancies and mergers. We also support the development of information, advice and guidance (IAG) services for learners.

@ [cgs@lsis.org.uk](mailto:cds@lsis.org.uk)

 www.lsis.org.uk/cds

£ See the website for fees

 Subsidies available

Centres for Excellence in Teacher Training (CETTs)

CETTs are partnerships of organisations. Their role is to raise the standard of initial teacher education and to improve the quality and consistency of continuing professional development (CPD). There are 11 CETTs in England, whose activities may include building links and connections between organisations; supporting joint working and new projects to further pedagogic knowledge; mentoring support; research and curriculum development; training and support; and online and hard-copy resources.

@ enquiries@lsis.org.uk

 <http://cett.excellencegateway.org.uk>

eCPD Programme

eCPD comprises the Professional Development Advisers eCPD for those responsible for driving the use of technology in teaching and learning in their organisation and the E-Guides eCPD training programmes – what every teacher, tutor and trainer needs to know about using e-learning and technology. These two programmes are designed to support the effective use of technology in teaching and learning, and help teachers and trainers fulfil the requirement to undertake 30 hours' CPD (or pro rata) a year.

@ ecpdprogramme@bdplearning.com

 <http://ecpd.bdplearning.com>

@ e-guides@niace.org.uk

 www.niace.org.uk/eguides-ecpd

Equality and Diversity Strategy Programmes ★ ▲ ●

These programmes have been designed to support FE providers in embedding equalities into all core functions and activities, including leadership and management practices, teaching and learning, quality improvement, learner and staff development. We use a variety of interventions to support the promotion of equality and diversity, including research; consultancy; development programmes; e-resources and learning materials; masterclasses, seminars and conferences; networks; and access to critical friends.

@ equalities@lisis.org.uk

🌐 www.lisis.org.uk/equalities

£ See the website for fees

🇸 Subsidies available

Black Leadership Initiative ▲

The Black Leadership Initiative (BLI) is managed and funded by LSIS and delivered by a division of the Network for Black Professionals. It addresses succession planning for black and minority ethnic staff at all levels, in particular at managerial level in the post-16 sector. It delivers a range of career development programmes aimed at helping the sector to diversify, including secondments and placements; work shadowing; mentoring and one-day career development workshops.

@ equalities@lisis.org.uk

🌐 www.lisis.org.uk/bli

🇸 Fully subsidised

First Steps to Leadership – ILM level 5 ▲

Designed to develop the leadership of black and minority ethnic first-line managers, with an option to achieve an Institute of Leadership and Management (ILM) level 5 certificate in leadership, this programme focuses on leadership and self-management; leading others; and leading in your organisation and sector. The programme takes six days, in three blocks of two days each, and delivery methods include blended e-learning, facilitator-led sessions and peer support through the use of action learning set approaches.

@ equalities@lisis.org.uk

🌐 www.lisis.org.uk/equalities

🇸 Fully subsidised

Introduction to Leadership – ILM level 3 ★ ▲

Designed for black and minority ethnic staff who wish to develop the confidence and skills required to progress into their first leadership and management role, this programme offers participants the chance to attain an ILM level 3 certificate in leadership and management. It takes five days, is structured flexibly and can be tailored to meet the needs of each cohort and individual, using a range of delivery methods. Bespoke programmes can be developed and delivered for individual colleges, providers or consortia.

@ equalities@lisis.org.uk

🌐 www.lisis.org.uk/itl

🇸 Fully subsidised

Leading Sexual Orientation Equality

This two-day programme offers participants the opportunity to develop leadership skills and expertise in making sexual orientation equality integral to organisational culture, policy and practice. Open to staff of all sexual orientations at all levels of leadership and management, the programme equips participants to meet the sector's legal obligation to comply with the law, removing unlawful discrimination and making the FE system safe for and welcoming to lesbian, gay, bisexual and transgender learners and staff.

@ equalities@lsis.org.uk

 www.lsis.org.uk/lsoe

£ See the website for fees

 Subsidies available

Excellence Gateway

The Excellence Gateway is your first port of call for finding advice, resources and support for your day-to-day work in the FE and skills sector. With online access to an unrivalled breadth of resources, it provides inspiration for innovation, allows the sharing of good practice with fellow practitioners and gives you access to sector support services and programmes to assist you in your role and your provision. The Excellence Gateway is for everyone working in the wider FE and skills sector in England.

 www.excellencegateway.org.uk

£ Registration is free

From Management to Leadership

This experiential learning programme takes participants out of the task-driven environment of the daily workplace and encourages reflection on key leadership issues in the work-based learning (WBL) sector through a process of individual and collective learning. Designed for senior leaders in the independent WBL sector and senior college managers responsible for leading WBL provision, this programme comprises three modules, each with a two-day workshop and one-day follow-up workshop, over four to five months.

@ fmtl@lsis.org.uk

 www.lsis.org.uk/fmtl

£ £1,995

 Subsidies available

Gateway of Leadership Development

This programme uses an experiential process to help organisations create strategies, processes and in-house capability to deliver succession planning and proactive talent management. Designed for senior management teams who are committed to reviewing and updating their people strategies to enable and support more effective talent management practices, the programme is offered through a series of workshops, meetings, and consultancy and focuses on maximising organisational talent and individual talent.

@ enquiries@lsis.org.uk

 www.lsis.org.uk/gold

£ See the website for fees

 Subsidies available

Collaborative Leadership Skills and Technology

This programme develops and accelerates the leadership and entrepreneurial skills of managers responsible for harnessing the potential of technology in their organisation. Participants create and manage a collaborative technology project that is appropriate to the strategic needs of their organisation. The programme is for leaders and senior managers, aspiring managers, network managers seeking to develop leadership roles, and individuals whose roles are concerned with change and quality enhancement.

@ eleadership@isis.org.uk

 www.isis.org.uk/eleadership

 Fully subsidised

Connect

This one-day programme is for managers and leaders in a WBL organisation or college that has a WBL contract, and is designed to help you to analyse the current state of e-learning in your organisation and develop an understanding of the key benefits of developing technology strategies. It provides you with support and guidance needed to help you develop an effective technology strategy for your organisation, and the follow-up support includes access to the Leadership Learning Environment (LLE).

@ eleadership@isis.org.uk

 www.isis.org.uk/eleadership

 Fully subsidised

eQuIP

eQuIP is an interactive facilitator training day designed to provide college and adult community learning (ACL) leaders with an introduction to the eQuIP process and resources, which help leaders to understand of the importance of e-learning and technology as a strategic issue, and to encourage significant progress towards harnessing technology in your organisation. The leadership team member with strategic responsibility for staff development is invited to attend, with up to two other relevant managers.

@ eleadership@isis.org.uk

 www.isis.org.uk/eleadership

 Fully subsidised

eXplorer and WBL eXplorer

The eXplorer and WBL eXplorer programmes aim to develop a culture of innovation in the strategic leadership of e-learning and technology, and to support the leadership of change in an evolving and uncertain environment. They seek to develop change leadership skills, specifically in the area of e-learning technologies, to enable participants to lead an e-change initiative in their organisation. The programmes are for individuals with leadership responsibilities who seek to be effective change agents in e-learning and technology.

@ eleadership@isis.org.uk

 www.isis.org.uk/eleadership


 Fully subsidised

Leading Change for Digital Dividends

This programme, for senior leaders and their teams throughout the sector, offers a supportive and challenging experience to encourage the development of an innovative digital culture. Drawing on reported evidence, it builds on e-strengths and provides development opportunities in the form of online diagnostics, podcasts, workshops and case studies. Peer referencing and benchmarking are key activities and participants are expected to produce a business plan and results of a pilot study for peer scrutiny.

@ eleadership@lsis.org.uk

 www.lsis.org.uk/eleadership


 Fully subsidised

Realise

Realise, the follow-up programme to Connect, focuses on the implementation of your technology strategies, giving you the opportunity to develop your organisation's culture and technological capability to harness technology. It is for senior managers and leaders working for WBL organisations or colleges that have WBL contracts, and we recommend that they should complete both Connect and Realise to ensure successful implementation of technology strategies in their organisations.

@ eleadership@lsis.org.uk

 www.lsis.org.uk/eleadership

 Fully subsidised

Healthy FE Programme

This programme, funded by the Department of Health, aims to improve the health and well-being of 14 to 19-year-old students and staff in general FE, tertiary and sixth-form colleges. Subject to funding, this will be extended to other FE providers in the second year. Colleges will be given the means to assess their current level of well-being provision and determine future activity; an infrastructure to support their improvement activities; a thorough understanding of good and weak practice; and guidance for future initiatives.

@ healthyfurthereducation@dh.gsi.gov.uk

 www.excellencegateway.org.uk/hfep

 Free for eligible providers

Hot Topic Seminars for ACL Leaders and Managers

These popular seminars, for strategic and operational managers working in adult and community learning, are designed to reflect current issues and changes, providing up-to-date information on topics that those working in the ACL environment want to understand and develop. Over the last four years they have included topics such as leading in the new realities; leading tutor development; leading and managing curriculum change; and community engagement and empowerment.

@ hottopics@lsis.org.uk

 www.lsis.org.uk/hottopics

 See the website for fees

 Subsidies available

Improvement Adviser Service

This service aims to help providers and the sector lift and enhance their level of performance. It is provided by a managed network of quality improvement advisers who support FE and skills sector organisations on a one-to-one or group consultancy basis. They work alongside organisations to put together tailored packages of support, targeting specific areas of provision or key themes such as leadership and management, and quality assurance, in order to bring about improvement or attain excellence.

@ enquiries@lisis.org.uk

www.excellencegateway.org.uk/improvement-advisers

£ Free for eligible providers

International

Our international development team offers bespoke in-house consultancy to organisations at every stage of their international development. We aim to support sector leaders in taking on the challenge of working globally while staying true to their local mission, covering international policy development, organisational strategy, action planning, and personal professional development. If required, the consultancy exercises can also include opportunities for overseas study visits, work shadowing and exchanges.

@ enquiries@lisis.org.uk

www.lisis.org.uk/international

£ Please contact us to discuss

Leadership and Performance Coaching

Coaching is about unlocking individual, team and organisational potential in order to maximise performance and enable positive change. Programmes and services for individuals include one-to-one coaching; Leading Change Conversations; the Advanced Coaching programme; and 360-degree feedback questionnaires. Initiatives available for organisational needs include Leaders as Coaches; Embedding Initiatives: Leading Team Change; Leading Change Conversations; and Developing Mentors.

coach.bespoke@lisis.org.uk

www.lisis.org.uk/coaching

£ See the website for fees

£ Subsidies available

Leadership in Practice Certificate

This programme provides a supportive but challenging development opportunity for middle-tier staff working in curriculum, business support or teaching and learning advisory roles, who want to extend their experience, practice and knowledge. The programme comprises three core modules and takes up to one year, generally delivered over six days. This face-to-face delivery is supported by a participant handbook, activity packs, access to the LLE and resources, work-based activities and assignments.

@ lip@lisis.org.uk

www.lisis.org.uk/lipc

£ £2,000

£ Subsidies available

Leadership in Practice Diploma

This programme is for those who have completed the Leadership in Practice Certificate programme. It enables them to reflect critically on their leadership and professional development journey to date, and prepare a research proposal for an extended piece of research into an aspect of their leadership practice. It is accredited at master's degree level, and the full postgraduate diploma qualification (60 credit points) requires successful completion of an assignment for each of the three modules.

@ lip@lsis.org.uk

 www.lsis.org.uk/lipd

£ £2,000

 Subsidies available

Leadership of Learner Voice – Student Leadership

This programme, run in conjunction with the National Union of Students (NUS), aims to give FE student union, guild and association leaders, council officers and representatives the skills, knowledge and confidence to make an effective and valuable contribution to their college. A three-day residential package, it addresses the essential aspects of being an effective student leader and covers the broad policy context; current debates within the sector; and essential skills and capabilities.

@ learnervoice@lsis.org.uk

 www.lsis.org.uk/learnervoice

£ See the website for fees

 Subsidies available

Leadership Skills for Governance

This programme is designed to offer development opportunities for everyone involved in the governance of FE colleges or skills and training providers, including chairs and vice-chairs, clerks, governors, staff governors and student governors. As well as offering consultancy options for governing bodies, the programme offers professional development options for individuals, such as boardroom briefings; inductions; coaching; conferences and events; and the ICSA Certificate in FE Governance (for clerks).

@ fegovernance@lsis.org.uk

 www.fegovernance.org

£ See the website for fees

 Subsidies available

Leadership Toolkits (WBL, ISC and ACL)

These toolkits support and address the challenges of individual and whole-organisational improvement. Each of them contains a wealth of regularly updated management materials to enable learning opportunities that support individual development and business operations. They are for members of leadership teams, middle managers and staff development managers who want to be leaders of outstanding organisations, and there are specific toolkits for WBL and ACL providers and independent specialist colleges.

@ toolkit@lsis.org.uk

 www.lsis.org.uk/toolkit

£ Free for eligible providers

Leading Change through Professional Dialogue

This two-day programme is for leaders and managers; practitioners, support staff and student representatives who work with others in change, improvement or development situations; and for teachers supporting learner development and autonomy. It is designed to enable them to engage others in exploring issues; developing and adapting ideas and suggestions; finding and implementing solutions; seeking and introducing new and innovative ways of working; and embracing and implementing change.

@ lcpd@lisis.org.uk

 www.lisis.org.uk/lcpd

£ See the website for fees

 Subsidies available

Learning and Skills Beacon Status

Learning and Skills Beacon status provides public recognition of excellence and innovation in the FE system. It celebrates learning providers that deliver outstanding teaching and learning in the sector and provides a platform for them to share their expertise and pursue innovative projects. Beacon status is awarded by invitation to exemplar learning providers and trusted partners who promote and pursue excellence. LSIS uses published inspection reports and Learning and Skills Council advice to identify potential candidates.

@ enquiries@lisis.org.uk

 www.beaconstatus.excellencegateway.org.uk

Moving into Leadership Roles – ILM level 5

This programme has been designed to develop the capability and skills of new and aspiring first-line managers working in a curriculum, business support or learning support role who are keen to develop the skills to proceed on their leadership journey. Offering an ILM level 5 accreditation option, the programme aims to move individuals from a personal understanding of their leadership strengths and development needs to an appreciation of their role in the organisation and sector.

@ milr@lisis.org.uk

 www.lisis.org.uk/milr

£ £1,500

 Subsidies available

National Learner Panel and 14–19 Learner Panel

The National Learner Panel and the new 14–19 Learner Panel were set up by the government to give learners a voice in the development of FE policy and the 14–19 reforms at a national level. The panels are sponsored by LSIS in recognition of the critical role that effective learner involvement plays in improving policy and provision, at a national level, and within individual providers. Panel members are drawn from a wide range of learning backgrounds and regions in England, and membership is voluntary.

@ enquiries@lisis.org.uk

 www.excellencegateway.org.uk/learnerpanels

£ Expenses paid

Organisational Consultancy and Services

We offer tailored support to help sector organisations clarify their vision and strategic aims and develop the leadership required at an individual, team and organisational level to achieve them. This service is delivered in-house, at a pace, in a style and at a budget that suits you. Our primary focus is to increase sustainable effectiveness and organisational health, using structured and planned consultancy and leadership development interventions that are suited to your organisation's culture, goals and aspirations.

@ enquiries@lsis.org.uk

 www.lsis.org.uk/odconsultancy

£ Please contact us to discuss

Policy and Strategic Intelligence

To function effectively in a rapidly changing sector, leaders need access to sound analysis of government policy for the medium to long term. The LSIS policy service provides authoritative and reliable policy scanning and analysis services in the form of policy updates and brief guides for leaders and managers at all levels in the sector, partner organisations and sector associations. We also host regular policy seminars to consider and develop understanding of current and emerging policy.

@ policy@lsis.org.uk

 www.lsis.org.uk/policy

£ Free, by invitation only

Prepared for Inspection? Building and Demonstrating Capacity to Improve

Developed and delivered in conjunction with Ofsted and the sector, this programme offers two series of workshops that explore how providers can most effectively gather evidence of the impact of their work on learners as the core of their quality improvement activities and how to present this evidence base at inspection. The workshops focus on evidence-based self-assessment, building and demonstrating capacity to improve and how these are reflected through Ofsted's new common inspection framework.

@ pfi@lsis.org.uk

 www.lsis.org.uk/pfi

£ See the website for fees

 Subsidies available

Principals Qualifying Programme: Executive Leadership Development

This programme supports new and practising principals and chief executives in leading transformational change and shaping a new sector. This reflective and highly personalised programme is sponsored by the Department for Business, Innovation and Skills and is mandatory for first-time principals appointed after September 2007, but many participants are established principals who choose the programme as part of their continuing, visible professional development.

@ executive@lsis.org.uk

 www.lsis.org.uk/pqp

£ £7,000

 BIS subsidy of £5,000

14–19 Leadership and Management Development Programme

This programme is managed and delivered in partnership with the National College for Leadership of Schools and Children's Services. Designed for leaders and managers of 14–19 consortia who have moved successfully through the Diploma Gateway and are preparing to implement Diplomas, it provides bespoke provision, with referral to workforce support partners and others, to support the successful implementation of Diplomas in a consortium of 14–19 providers. Primary support is offered through the Consortium Adviser.

@ 14-19@lsls.org.uk

 www.14-19support.org/lmdp

£ Free for eligible applicants

14–19 Workforce Support Programme

This programme aims to support the professional development of the workforce in respect of Diplomas, the Foundation Learning Tier and the new general qualifications. It offers support to all Diploma consortia, regardless of whether they have yet been successful in a Gateway application; to practitioners and the wider workforce. It also provides support for the local authorities and 14–19 partnerships, schools and learning providers engaged in the Foundation Learning Tier Progression Pathways test and trial.

@ info@14-19support.org

 www.14-19support.org

£ Free for eligible providers

Foundation Learning Support

We offer a range of support activities and resources to meet the needs of local authorities, schools, colleges and learning providers at various stages of implementing Foundation Learning, which covers education provision at entry level and level 1. This programme offers support for managers and practitioners in colleges and learning providers responsible for delivering to 14 to 19-year-old learners or to adult (post-19) learners, through bespoke consultancy, regional networks and funded action research projects.

@ foundationlearning@nordanglia.com

 www.excellencegateway.org.uk/flt

£ Free for eligible applicants

Functional Skills Support Programme

As well as being standalone qualifications, functional skills are integral to the four learning pathways – diplomas, apprenticeships, general qualifications and foundation learning. This programme uses a blended learning approach to prepare practitioners, leaders and managers to introduce functional skills in your centre, from developing applied learning to adopting a whole-organisational approach to functional skills implementation. It involves all centres in the pilot and those preparing to deliver functional skills in 2010.

@ enquiries@lsls.org.uk

 www.fssupport.org

£ Free for eligible applicants

General Qualifications Support Programme

Revised A levels and the Extended Project were introduced from September 2008. This support programme aims to provide flexible support for senior curriculum managers to develop their understanding of general qualifications in the context of KS3 and 14-19 reform; to understand the key changes to A levels; and to appreciate the opportunities provided by the revised A levels and the Extended Project to build stretch and challenge into their curriculum and to develop the skills valued by employers and higher education.

@ info@gqsp.org

 www.gqsp.org

Qualifications and Credit Framework Readiness: Provider Support

This programme enables FE managers and practitioners to exploit the flexibilities of the Qualifications and Credit Framework (QCF) to deliver responsive provision that meets the needs of employers, learners and communities. It includes a consultancy service for QCF action planning, professional development opportunities, events, resources and funding for action research projects. By December 2010, providers should have the necessary expertise and systems in place to enable them to support the QCF fully.

@ qcfprovidersupport@nordanglia.com

 www.excellencegateway.org.uk/qcfprovidersupport

Post-16 Citizenship Support Programme

The central aim of this programme is to extend the benefits of post-16 citizenship to learners in all post-16 education and training settings. Services include training events; networking opportunities; teaching and learning resources, including interactive CD-ROMs, DVDs, tutorials and tailored guides; staff development tools; a distance learning CPD certificate, a dedicated website and a regular programme magazine.

@ citizenship@lsnlearning.org.uk

 www.excellencegateway.org.uk/citizenship

£ Free for eligible participants

Quality Champions Accreditation Programme

The aim of this programme is to identify, develop and accredit leaders in quality improvement, to help FE providers build their capacity for self-regulation and self-improvement. Over 10 months, the programme provides learning modules that inform activities and tasks delivered through a virtual learning environment and one-day thematic workshops, offered regionally around England. At the core of the course is a work-based organisational change project, sponsored by a senior manager in the candidate's organisation.

@ qualitychampions@lsneducation.org.uk

 www.qualitychampions.org.uk


£ See the website for fees

Research ★ ▲ ●

We aim to maximise the contribution that research evidence makes to improvement in the learning and skills sector; raise the profile of the value of research; and generate interest among practitioners in using and conducting research. Our research programme includes carrying out reviews of existing evidence; publishing a research newsletter; hosting a research site on the Excellence Gateway; and providing two bursary programmes, support materials and activities to encourage practitioner-led research.

@ research@lisis.org.uk

 www.excellencegateway.org.uk/research

 Bursary applications for this year now closed

Routes to Success ▲ ●

This fast-track programme is designed to develop a diverse pool of high-performing middle managers into the sector's senior leaders of tomorrow, helping them improve their performance and become credible candidates for promotion. The 25-day programme takes place over 12 months and provides leading-edge interventions that include core and bespoke workshops; e-learning; executive and career coaching; mentoring and work shadowing; a dedicated tutor; and access to £3,000 worth of optional learning modules.

@ r2s@lisis.org.uk

 www.lisis.org.uk/r2s

£ £1,800

 Subsidies available

Safeguarding and Safer Recruitment ●

Safeguarding covers the full range of measures in place to protect young people and vulnerable adults from potential dangers. Safer recruitment is one of the key aspects of safeguarding. This programme offers workshops for leaders, HR staff and others responsible for safeguarding recruitment; facilitator training for staff with experience of delivering training and development; and an e-learning resource that contains five modules and suitable for all staff in the learning and skills sector.

@ safeguarding@lisis.org.uk


 www.lisis.org.uk/safeguarding

£ Free

Science, Technology, Engineering and Mathematics (STEM) Programme ★ ●

This programme provides subject-specific CPD opportunities for teachers, tutors and trainers, and support for managers. The Subject Learning Coach is the pivotal agent for change who, with the support of managers, releases the potential of existing staff to embed elements of the programme. The programme offers teaching and learning resources; subject coaching networks; peer and community activities; action research funding and support; and manager support and resources.

@ info@post16stem.org.uk

 www.excellencegateway.org.uk/stem

£ Free

Skills for Life Support Programme

This programme offers an integrated and cohesive programme to enable quality improvement and increase organisational capacity for self-improvement. With a special focus on developing multimedia resources, the services offered include development grants; fully subsidised consultancy; peer exchange groups; help for family literacy, language and numeracy (FLLN) and wider family learning (WFL) providers; support for large employers; customised training and development and help with professional development planning.

@ enquiries@lisis.org.uk

 www.excellencegateway.org.uk/skillsforlife

STAR Awards

LSIS holds the annual STAR Awards to recognise and reward the unsung heroes of the FE sector. Since 2003, more than £150,000 in development funding and prize money has been given to winners and highly commended nominees. The awards cover all aspects of FE provision and are open to those in teaching and non-teaching roles. Learners, colleagues and managers may nominate any eligible person whose commitment and professionalism has made a difference to their learning environment.

@ excellence.innovation@lisis.org.uk

 www.starawards.lisis.org.uk

Subject Learning Coaches

This programme has been designed to enable Subject Learning Coaches to provide peer coaching to colleagues. Acting as critical friends, they use powerful, non-judgemental questions and fresh perspectives with their colleagues to focus on important issues and ideas; experiment with new approaches and explore possibilities; review and refine current professional practice; clarify opportunities, create action plans and monitor progress; challenge and change; and extend learning and move the action forward.

@ subjectlearningcoach@nordanglia.com

 www.subjectlearningcoach.net

£ Free

Support for Excellence

This programme helps colleges and providers work together to improve their self-assessment processes and develop their capacity for self-improvement. Open to all providers in the learning and skills sector, it facilitates peer review and development activity, focusing on whole-organisation development. A specific strand supports self-improvement amongst LSC-funded offender learning providers, staff based in prisons and probation services, and those delivering to learners under youth offending services supervision.

@ lsissfe@deloitte.co.uk

 www.excellencegateway.org.uk/sfe

 Subsidies available

SWOT for ACL

This programme offers a complete and independent review of the strengths, weaknesses, opportunities and threats faced by ACL providers. It gives leaders a useful diagnostic assessment of their organisation's fitness for purpose, particularly in terms of being able to meet current and future strategic needs. The exercise usually involves a series of interviews, shared writing up of key findings, further interviews and refinements of the findings, followed by a brief report highlighting specific findings and recommendations.

@ enquiries@lsc.org.uk

 www.lsc.org.uk/aclswot

£ See the website for details

£ See the website for details

£ 50 per cent subsidy for LSC-funded ACL providers

Workforce Remodelling: Leading Change, Changing Leadership

LSIS has developed this programme, in partnership with LLUK and the sector, to help organisations adopt new approaches to the challenges facing the sector. It uses a self-sustaining cascade model to develop leadership teams as change facilitators, who are then able to use the materials and techniques provided to build capacity throughout their organisation. The use of live improvement and change projects keeps the focus strongly in the workplace and brings immediate and long-term results.

@ workforce@lsc.org.uk

 www.lsc.org.uk/workforce

£ Please contact us to discuss

Working in Partnerships

This programme offers skills development and practical support for individuals and teams engaged in networks or inter-agency working, collaborative working practices and strategic or local change projects. Through structured and practical distribution of leadership and collaborative working skills, the programme provides a workforce development model for quality improvement and capacity building, to help organisations adopt new approaches to the challenges facing the sector.

@ partnerships@lsc.org.uk

 www.lsc.org.uk/partnerships

£ Please contact us to discuss

Work Shadowing

This scheme enables leaders and managers at all levels in LSC-funded provision to gain experience of practice outside their own organisation. The knowledge gained from a work shadowing placement can then be applied to both organisational and career development issues. Depending on your needs, we can arrange placements of up to five days with any willing organisation in the private or public sector. Placements are designed around your individual development needs or organisational objectives.

@ cds@lsc.org.uk

 www.lsc.org.uk/workshadowing

£ See the website for details


World Class Skills – Developing Responsive Provision



The purpose of this support programme is to help FE colleges and providers work successfully with employers and employees to deliver flexible, responsive, high-quality training, maximising the benefits to employers and the economy of upskilling the UK's workforce. The programme is delivered through a range of interventions, including consultancy, seminars, e-learning modules, the Innovative Pathfinders initiative, thematic development projects and support for the Training Quality Standard.

@ wcsenquiries@kpmg.co.uk

 www.excellencegateway.org.uk/wcs

 Fully subsidised for LSC-funded providers

Glossary

ACL	adult and community learning
BETT	originally the acronym for British Education and Training Technology, this annual event is now simply known as BETT
BIS	Department for Business, Innovation and Skills
CEL	Centre for Excellence in Leadership
DCSF	Department for Children, Schools and Families
DIUS	Department for Innovation, Universities and Skills
DWP	Department for Work and Pensions
FE	further education
HR	human resources
ICSA	Institute of Chartered Secretaries and Administrators
ILT	information and learning technologies
ISC	independent specialist college
ITE	initial teacher education
LSC	Learning and Skills Council
LSG	Leadership Skills for Governance
LSIS	Learning and Skills Improvement Service
NCSL	National College for School Leadership
NUS	National Union of Students
Ofsted	Office for Standards in Education, Children's Services and Skills
QCF	Qualifications and Credit Framework
QIA	Quality Improvement Agency
UKOLN	UK Office for Library and Information Networking
WBL	work-based learning

Subsidy policy

As a sector-led organisation, LSIS is committed to working with and supporting FE institutions to deliver improvements to organisational, management and leadership practices that lead to quality improvements and enhanced opportunities for learners and the workforce.

A major part of this involves ensuring that specific groups currently under-represented in leadership and senior management roles within FE have an equal chance and equal opportunities, and are positively enabled and supported. The groups covered under the subsidy policy include:

- black and minority ethnic staff
- disabled staff
- lesbian, gay, bisexual and transgender staff.

Subsidy criteria

As part of its ongoing and expanding diversity and equality remit from the Department for Business, Innovation and Skills (BIS), LSIS provides subsidised places on some of its individual development programmes and events as follows:

- 100 per cent for black and minority ethnic participants
- 100 per cent for disabled participants
- 100 per cent for lesbian, gay, bisexual and transgender participants
- 50 per cent for work-based learning providers
- 50 per cent for adult and community learning providers
- 25 per cent for independent specialist colleges and LSC-funded colleges catering wholly for young adults with special educational needs.

As the subsidies are funded by a finite budget from BIS the number of places available through LSIS in any financial year is limited.

Applying for a subsidy

Delegates wishing to apply for a subsidy should follow these steps:

- check your eligibility by reading the subsidy policy and guidance notes at www.lsis.org.uk/subsidypolicy
- book your place by completing an enrolment form
- complete the subsidy request and the equality and diversity monitoring section (you may be required to complete this separately for some events).

Returning your subsidy request form

Note: subsidy request forms should be accompanied by completed enrolment and equality and diversity forms.

- Book online at www.lsis.org.uk/enrol
- Download form at www.lsis.org.uk/enrolform
- Scan your form and email it to the relevant programme team
- Fax your form to 020 7929 8798
- Post to
Learning and Skills Improvement Service (LSIS)
Friars House, Manor House Drive
Coventry
West Midlands
CV1 2TE

Equality and diversity

LSIS is committed to supporting equality of opportunity and works towards ensuring that everyone has access to all our products and services.

Participants are requested to complete an equality and diversity monitoring form when registering for a programme or event, and also, if applicable, in support of a subsidy request.

For further information about our subsidy and equality and diversity forms and how the information is used, please read our guidance notes at www.lsis.org.uk/subsidypolicy

If you consider yourself disabled and require reasonable adjustments to be made to support you, please contact us on 0870 060 3278.

Enrolment terms and conditions

This section sets out LSIS’s terms and conditions for all programmes, events and services.

Participants confirm that information provided is correct and true and understand information will be used by LSIS staff for enrolment and reporting purposes.

Cancellation policy

- See the cancellation table below for timelines and cost implications.

Cancellations received by LSIS	Charges
28 days or more before start date	No charge
14–28 days before start date	50% of the fee payable
0–14 days before start date	100% of the fee payable

- All cancellations or requests must be made in writing by post, fax or email. Cancellations by telephone will not be accepted.
- Informal cancellations or non-attendance will be charged the full fee.

- No refund will be given in the event of failure to complete a residential programme.
- A £75 administration charge may be levied for non-attendance at a ‘free’ event, unless cancelled in writing one week in advance.
- Failure to complete a programme in full will be subject to appropriate programme costs as agreed by the programme director and no refund will be given for longer programmes that include accommodation and administration costs that have already been incurred.

If you think you may need to cancel your enrolment, please contact the relevant programme team as soon as possible.

Disclaimer

Programme details are indicative. Programmes and services offered are subject to change and may be withdrawn, at the discretion of LSIS.

Coventry office

Friars House, Manor House Drive

Coventry CV1 2TE

t 024 7662 7900

e enquiries@lsis.org.uk

www.lsis.org.uk

Learning and Skills Improvement Service

The Learning and Skills Improvement Service aims to accelerate the drive for excellence in the learning and skills sector, building the sector's own capacity to design, commission and deliver improvement and strategic change. This will help realise our vision that every learner acquires the skills, knowledge and appetite for learning, living and working and that every provider is valued by their community and employers for their contribution to sustainable social and economic priorities.

Strategic Ambitions, which we published in July 2009, demonstrates how we will contribute to delivering core improvement principles and sets out our new ways of working to engage the sector in everything we do to make LSIS a truly sector-led organisation. You can find this document and other information about LSIS activities and services at www.lsis.org.uk

Disability equality policy

LSIS is committed to promoting equality for disabled people and we strive to ensure that all our communication and learning materials are available in various formats including large font, audio or braille. Please let us know if you consider yourself disabled and require reasonable adjustments made to support you.