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| Please complete one form per delegate if booking a bundle offers. | |
| **School Name** |  |
| **Training Course Name & Date** | Choose an item. |
| **Training Course Name & Date** | Choose an item. |
| **Training Course Name & Date** | Choose an item. |
| **Delegate 1 Name:** |  |
| **Delegate 1 Job role:** |  |
| **Delegate 1 email address:** |  |
| **Delegate 2 Name:** |  |
| **Delegate 2 Job role:** |  |
| **Delegate 2 email address:** |  |
| **Purchase order number:** |  |
| **Please confirm if you have access to the Microsoft Teams app.**  **(This is the downloadable application).** | YES/NO  [Use of the Teams app is required to successfully participate in online training to view all details during screensharing]. |
| **Pricing for events All pricing is subject to VAT at the standard rate** | |
| **Remote training** | 1 x 2.5 hour session - Delegate 1 £150, Delegate 2 £100  2 x 2 hour sessions – Delegate 1 £180, Delegate 2 £150.  2 x 2 ¼ or 2 ½ sessions – Delegate 1 £200, Delegate 2 £150  3 x 2 or 2 ½ hour sessions – Delegate 1 £300, Delegate 2 £250 |
| **Offers** | Data Manager Bundle 1 - £525 School Leader Bundle 1 - £325  Data Manager Bundle 2 - £600 School Leader Bundle 2 - £500  For information about which courses are included please see below table and training offer information flyers. |

To book your place, please return this booking form completed to [events@go4schools.com](mailto:events@go4schools.com) or to make an enquiry call 01223 967556 option 1.

By submitting this booking form, you are agreeing to our terms and conditions which includes your booking information being passed to event organisers\*.

**For online events, users must consent to their email address being shared with other delegates** (This will be visible in the meeting invitation to join the course to all course participants).

Multi-course bundle is only available for courses that are indicated in the table below. Second delegate discount is only available where bookings are made excluding the multi-course offer. No cancellation of multi-course bookings where a course has already been attended and no partial refunds available. In this case we would accept a substitute of the place, but we must be notified by email so that we can provide the new delegate with a Teams invite and course information.

**Please note that your place has not been booked until you receive a confirmation email. If you do not receive one within 5 working days, please contact us.**

Your school will be invoiced for payment 5 days prior to the training where possible. If you book with less than 5 days before the course takes place you will be invoiced immediately. When booking a bundle offer, you will be invoiced 5 days prior to the first course taking place. Payment terms are 30 days. Please provide purchase order numbers where possible as this can reduce delays in payment being made.

If you need to cancel or amend your booking, please contact us on 01223 967556 or via the events booking email address: [events@go4schools.com](mailto:events@go4schools.com) within 5 working days of the event taking place.

For cancellations made within 48 hours of the training event taking place, you will be offered a place on an alternate course once. Should you then cancel a second time or are a no show, you will not be refunded, or offered a place on an alternate course and payment will still be required. GO 4 Schools are not able to offer refunds for cancellations arising from events outside of our control.

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| Training Course Name and Dates | Timings all sessions | Applicable to | Price | Included in Offer? |
| Analysing Data (School Leaders) (New) 1-2 November 2023  Analysing Data (School Leaders) (New) 29-30 January 2023  Analysing Data (School Leaders) (New) 09-10 May 2024  Analysing Data (School Leaders) (New) 20-21 June 2024 | 10-12:15 (2x2¼ hours) | School Leaders | Delegate 1 £200 Delegate 2 £150 | School Leader 1  School Leader 2 |
| Attendance 29 November 2023  Attendance 09 January 2024  Attendance 05 March 2024  Attendance 23 May 2024 | 10:30-13:00 (1x2.5 hours) | Attendance Officer | Delegate 1 £150 Delegate 2 £100 | Not in offer. |
| Data Manager: Analysing Data 21-22 November 2023  Data Manager: Analysing Data 25-26 June 2024 | 10-12:15 (2x2¼ hours) | Data Manager | Delegate 1 £200 Delegate 2 £150 | Data Manager 2 |
| Behaviour 27-28 November 2023  Behaviour 14-15 February 2024  Behaviour 18-19 June 2024 | 10-12:00  (2x2 hours) | Pastoral Lead / Data Manager | Delegate 1 £180 Delegate 2 £150 | Not in offer. |
| Data Manager: New to role 16-18 January 2024  Data Manager: New to role 07-09 May 2024 | 10-12:30  (3x2.5 hours) | Data Manager | Delegate 1 £300 Delegate 2 £250 | Data Manager 1  Data Manager 2 |
| Data Manager: Introduction to GO 4 Schools 06-08 November  Data Manager: Introduction to GO 4 Schools 23-25 January 2024  Data Manager: Introduction to GO 4 Schools 16-18 April 2024 | 2023 10-12:30 (3x2.5 hours) | Data Manager | Delegate 1 £300 Delegate 2 £250 | Data Manager 1  Data Manager 2 |
| Data Manager: End of Academic Year Process 15-16 May 2024 Data Manager: End of Academic Year Process 10-11 June 2024 | 10-12:00  (2x2 hours) | Data Manager | Delegate 1 £180 Delegate 2 £150 | Not in offer. |
| Data Manager: Combined Start & End of year process 20-22 May 2024  Data Manager: Combined Start & End of year process 9-11 July 2024  Data Manager: Combined Start & End of year process 16-18 July 2024 10- | 10-12:00  (3x2 hours) | Data Manager | Delegate 1 £300 Delegate 2 £250 | Data Manager 1 |
| Data Manager: Markbooks 11-12 October 2023  Data Manager: Markbooks 14-15 November 2023  Data Manager: Markbooks 05-06 December 2023  Data Manager: Markbooks 10-11 January 2024  Data Manager: Markbooks 19-20 March 2024  Data Manager: Markbooks 24-25 April 2024  Data Manager: Markbooks 13-14 May 2024 | 10-12:30  (2x2.5 hours) | Data Manager /Curriculum Leader/SLT | Delegate 1 £200 Delegate 2 £150 | Data Manager 2 |
| Pastoral Leads: Attendance & Behaviour 3-5 October 2023  Pastoral Leads: Attendance & Behaviour 03-05 July 2024 | 10-12:00  (3x2 hours) | Data Managers & School Leaders with responsibility for the pastoral curriculum | Delegate 1 £300 Delegate 2 £250 | School Leader 2 |
| Post 16: Provision & Performance 16-17 November 2023  Post 16: Provision & Performance 07-08 February 2024  Post 16: Provision & Performance 22-23 April 2024  Post 16: Provision & Performance 27-28 June 2024 | 10-12:00  (2x2 hours) | Senior Leaders or Heads of Sixth form | Delegate 1 £180 Delegate 2 £150 | School Leader 1  School Leader 2 |
| Preparing for Ofsted 11-12 October 2023  Preparing for Ofsted 01-02 February 2024  Preparing for Ofsted 12-13 March 2024  Preparing for Ofsted 30 April 2024 & 01 May 2024  Preparing for Ofsted 05-06 June 2024 | 10-12:00  (2x2 hours) | Senior, extended or aspiring Senior Leaders | Delegate 1 £180 Delegate 2 £150 | School Leader 1  School Leader 2 |
| School Leaders: Embedding Data 23-24 November 2023  School Leaders: Embedding Data 12-13 June 2024 | 10-12:00  (2x2 hours) | New or Aspiring Senior Leaders | Delegate 1 £180 Delegate 2 £150 | School Leader 1 |
| Data Manager: Start of Academic Year Process 01-02 July 2024 | 10-12:00  (2x2 hours) | Data Manager | Delegate 1 £180 Delegate 2 £150 | Not in offer. |

For more information about forthcoming events, please visit our CPD or Hub School pages of our website: <http://www.go4schools.com/CPD.aspx> or <http://www.go4schools.com/HubSchoolsNetwork.aspx>