



The Diocese of Westminster Academy Trust

Staff CPD Brochure

2026/27

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Welcome

from the CEO



We are pleased to introduce our first Continuing Professional Development (CPD) brochure. This is aimed at all staff and Governors across the Diocese of Westminster Academy Trust.

Our commitment to formation and professional growth remains central to ensuring the highest standards of education, care, and service within our schools.

Guided by our shared mission, “To achieve excellence in the service of the Gospel, to build a better world.”, this programme reflects our responsibility to continually develop our workforce development, knowledge and practice in line with both Catholic educational excellence and statutory expectations.

Alongside our pursuit of professional Catholic excellence, as a CMAT compliance with legal and regulatory requirements is a fundamental aspect of our work. This underpins the wellbeing and safety of our people. This brochure has been carefully designed to provide clear guidance on these obligations, supporting all colleagues in understanding what is required and how best to implement it in practice.

We encourage all staff to actively participate in their own professional development, ensuring that we collectively uphold the standards expected of us and continue to grow as a learning community.

We would also ask you to let us know of anything that you would like us to offer in the years ahead to ensure that innovation and latest best practice in formation, pedagogy including AI and professional best practice, remain a key feature of DoWAT’s mission delivery as we develop our offer to you!

Pat Murden

How to use this document

This document has been developed to support staff in accessing and engaging with a range of professional learning opportunities. It brings together key information on statutory and mandatory training requirements alongside a variety of professional development opportunities designed to enhance knowledge, skills, and practice.



Within this brochure, you will also find a selection of relevant links to courses and training available through the National College, as well as a range of short professional development resources that can be accessed to support continuous learning. These opportunities are intended to support both compliance with required training and the ongoing growth of staff across their roles. If you have any questions or require further guidance regarding the training opportunities outlined in this document, please do not hesitate to contact Anjana in the central team, who will be happy to provide further assistance: achandegra@dowat.co.uk.

Note: Statutory and mandatory training via the National College should be completed on or after 1 September 2026 to ensure staff access the most up-to-date training materials.

Types of Training

STATUTORY

This is training that by law must be undertaken by all employees of DoWAT and Local Governing bodies. These courses will be loaded onto your National College account annually.

MANDATORY

This is training that all DoWAT employees and Local Governing Bodies must undertake to ensure we are adhering to policies and procedures set by the Diocese and Directors.

PROFESSIONAL DEVELOPMENT

This is training that colleagues may wish to undertake as part of their own professional development in areas that they work or have an interest in. Schools may also direct staff towards this training as part of a colleague's development or the school's own School Development Plan.

Statutory Training

Safeguarding

Training Link 	Who	Frequency / Trust Deadline
Read KCSIE Part 1 (minimum)	All Staff & Governors	Annual / 18 th Sept 2026
Annual Safeguarding Refresher Training*	All Staff & Governors	Annual / 30 th Oct 2026
Prevent Training	All Staff & Governors	3 years / 30 th Oct 2026
Certificate in Safeguarding & Child Protection Early Years	All Early Years Staff	Annual / 30 th Oct 2026
Advanced Certificate in Safeguarding	DSLs	Annual / 30 th Oct 2026

Health & Safety

Training Link 	Who	Frequency
Health & Safety	All Staff	Annual / 24 th Mar 2027
Fire Safety	All Staff	Annual / 24 th Mar 2027
Allergy & Anaphylaxis	All Staff	Annual / 24 th Mar 2027

IT, Cyber & Data Protection

Training Link 	Who	Frequency
NCSC Training Video	All Staff & Governors	Annual / 18 th Dec 2026
Certificate in Cyber Security for Staff	All Staff & Governors	Annual / 18 th Dec 2026
GDPR Training	All Staff & Governors	Annual / 18 th Dec 2026

*Some schools may prefer to deliver in-person Safeguarding Training at the start of the school year. In such cases, all staff should complete the online Safeguarding training every second year. Online training must also be completed by any staff member who misses the in-person session for any reason.

Mandatory Training

Training Link 	Who	Frequency / Trust Deadline
DoWAT Staff Code of Conduct	All Staff	Annual / 18th Sept 2026
Sexual Harassment Training	All Staff & Governors	One-off / 18th Sept 2026
RCDOW Headteacher Training	Headteachers	Annual
Ofsted Updates & Training	SLT	During Ofsted Prep Window
Safer Recruitment	SLT & Governors involved in appointment panels	2 years
Designated Safeguarding Lead Training / Refresher	DSLs / Deputy DSLs	2 years
Catholic Schools Inspection Training	Catholic Life Leads	During CSI Prep Window

Schools may set training deadlines that fall earlier than the Trust deadlines listed on the National College portal. Staff must meet the training deadlines set by their school.

**The DoWAT Code of Conduct forms an important part of our professional expectations. All staff are required to read the code and confirm their understanding and agreement via the National College portal.*



Professional Development

Safeguarding

Training Link 	Phase
Preventing Exclusions: Effective Intervention Strategies	Primary
Preventing Exclusions: Effective Intervention Strategies	Secondary

General Professional Development

Training Link 	Phase
Fostering a Culture of Respect to Support and Empower TAs	All

Catholicity

Training Link 	Phase
RCDow Offer	All



Teaching & Learning: Primary Schools

Training Link 

Literacy: KS1 Writing: Raising Standards in Line with Research and Best Practice

Literacy: KS2 Writing: Raising Standards in Line with Research and Best Practice

The Writing Framework in Action: Practical Approaches for Reception

The Writing Framework in Action: Practical Approaches for KS1 & KS2

Primary Reading: Strategy to Enthuse Readers & Enhance Outcomes

Primary Maths: Effective Subject Leadership

Primary History: Effective Subject Leadership

Primary Geography: Effective Subject Leadership

Primary Science: Effective Subject Leadership

Primary Computing: Effective Subject Leadership



Teaching & Learning: Secondary Schools

Training Link 
Using EEF Worked Examples to Enhance Pupil Outcomes
Metacognition: A Self-Regulated Approach to Teaching and Learning
How to Use Rosenshine's Principles to Improve Classroom Practice
Evidence-based Strategies for Explaining and Modelling with Precision
Bridging the Literacy Gap: Addressing Weak Reading Skills
Secret Agent Tactics to Manage Classroom Behaviour
Secondary History: Effective Subject Leadership
Secondary Geography: Effective Subject Leadership
Secondary Science: Effective Subject Leadership
Secondary Computing: Effective Subject Leadership

Assessment & Feedback

Training Link 	Phase
Implementing EEF's Key Principles of Effective Feedback	Secondary
High-Quality Feedback and Targeted Support to Raise Attainment	All
Advanced Certificate in Assessment & Feedback	Secondary

Literacy / Oracy

Training Link 	Phase
What Makes Effective Literacy Teaching	All

Pupil Premium

Training Link 	Phase
Improving Outcomes for Vulnerable Learners	All
Scaffolding to Support Disadvantaged Pupils	Secondary
Applying Rosenshine's Principles for Disadvantaged Pupils	Secondary
Adaptive Teaching: Supporting Disadvantaged Pupils to Excel	Secondary

EAL

Training Link 	Phase
EAL Pupils: Supporting Language Needs of New Arrivals Secondary	Secondary
Addressing EAL Pupils with SEND: Overcoming Language Barriers	Secondary

Most Able

Training Link 	Phase
Empowering the Most Able Pupils	Secondary
How to Teach Effective Critical Thinking Skills	All



SEND

Training Link 	Phase
EEF Guidance: Supporting SEND Pupils in Mainstream Schools	Secondary
Adaptive Teaching: Differentiation to Support All Pupils	Secondary
Cognitive Load Theory in the Classroom	All
Understanding and Managing the Behaviour of Pupils with SEND	Primary
The Graduated Response to SEND, Wave 1: Quality First Teaching	All
Identify & Support Children with Hidden SEND	Secondary
Identifying and Supporting Children with Hidden SEND	Primary
Managing Transitions for Pupils with SEND	Secondary
Managing Transitions for Pupils with SEND	Primary
Supporting Home-Educated Children Return To Mainstream Schooling	All
Scaffolding Strategies: Better Classroom Learning for All Pupils	All

Anti-Racism

Training Link 	Phase
Tackling Systemic Racism in Education: Challenges & Responses	All

Boys

Training Link 	Phase
Create Learning Environments Where Boys Can Shine	Secondary

Health & Safety

As well as the statutory and mandatory courses detailed earlier, this section is relevant to school leaders with a responsibility for Health and Safety and members of the site/premises team.

As stated in the [DoWAT Health & Safety Policy](#), below is a list of the training we would expect responsible parties to have undertaken. Please consult the [DoWAT Health & Safety Handbook](#) for detail relating to the frequency of required training and refreshers according to each job role.

Training Link 
Manual Handling
Fire Warden
Working at Height
Handling Handling Hazardous Materials (COSHH)
Asbestos Management
Legionella awareness
Lone working
Accident Reporting
RIDDOR Awareness
Health and Safety for site managers and caretakers



Human Resources

DoWAT Specific Policy Webinars can be found on Governor Hub linked [here](#). These are particularly useful for new line managers and leaders within the Trust and are also a helpful reminder of best practice and policy requirements for current leaders.

Webinar Link 
Bullying and Harassment
Appraisal
Capability
Grievance
Collective Grievance
Disciplinary
Probation periods (support staff)
Sickness Absence

There is also webinars available on The National College for Senior Leaders and Line Managers:

Webinar Link 
Recruiting a Strong & Committed Workforce (Primary)
Recruiting a Strong & Committed Workforce (Secondary)
HR Focus on Mental Health: How to Make Reasonable Adjustments and Support Staff Wellbeing

NPQs and Apprenticeships

We offer a range of NPQs, Flourishing leader Courses and apprenticeships. We work closely with our external partners to ensure the courses deliver the specific requirements that you request. We will often run the courses in house with face to face days at Waxwell House, although some courses may be remote learning or led by the lead provider.

Below are links to the providers we use. If you see a course that you are interesting in taking please contact Mark Dodson for more information – mdodson@dowat.co.uk

 **National Professional Qualifications with LLSE**

 **Flourishing Leaders, National Society for Education**

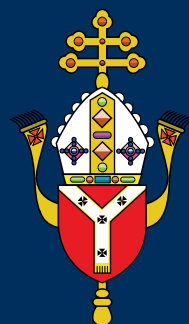
 **Apprenticeships, National College of Education**

The Diocese of Westminster

The Diocese of Westminster Education Service offers high-quality professional development, formation, and networking opportunities to support colleagues across the Diocese. From subject leadership to chaplaincy and Catholic Life, there is something for everyone.

Scan the QR code below or click [here](#) to visit the Diocese of Westminster Education Service EventBrite Page to browse CPD courses.

If you have any questions, please do not hesitate to contact the Diocese of Westminster Education Service Team at eduemc@rcdow.org.uk



Leadership Development

NPQs

We are taking expressions of interest for November starts of the:

- NPQEL
- NPQH
- NPQSL
- NPQSENCO
- NPQLT
- NPQLTD
- NPQLBC
- NPQLPM
- NPQLL
- NPQEYL

Register interest at:

learn.llse.org.uk/apply/

Specific Cohorts for:

- Global majority leaders
- Women's Ed
- Further Education

Coaching

Coach training and Development:

- City and Guilds ILM Level 5 Certificate in Effective Coaching and Mentoring
- Institute of Leadership approved Coaching Skills for School Leaders Programme
- The Coachpreneur programme
- High Impact Teams in Schools Programme

Coaching, Supervision & Mentoring services

- CSM directory
- Early Headship Coaching Offer

LLSE

Leadership Learning
Securing Excellence

Teaching

Our new programme on Leading a metacognitive school:

- Co-developed with Nathan Burns (Mr Metacognition) - author of 4 best selling books on Metacognition
- Self-paced learning in 7 modules
- Designed to support school leaders in the implementation of metacognitive practice across a school or trust

Available from late summer 2026!

Inspiration

Our resources for leaders & teachers:

- SkillSEt magazine (3x a year)
- Subject Specific webinars
- Leadership Webinars
- On Demand Learning
- School Partnership Network
- Promotive Organisations Kent Research Group
- Training day / conference talks
- Case studies
- Communities of Practice

www.llse.org.uk

Fully Funded Professional Development.

Achieving Excellence with the Diocese of Westminster Academy Trust and the National College of Education.

The National College of Education is the leading provider of fully funded professional development in schools.

Since our inception in 2017, we have welcomed over 6,000 learners to our programmes from schools across England, creating one of the biggest movements in school CPD.

Joining the NCE means becoming a part of our learning community, a lifelong membership that will expand your network, create meaningful bonds, and accelerate your career trajectory.

We'd love for educators across the Diocese of Westminster Academy Trust to join us,

Progression Pathways to MA, MSc or MBA

School Improvement Programme

Apprenticeship

- 18 months + EPA
- £15,000
- Masters or MBA Top-Up

For forward thinking leaders who are reshaping school improvement

“It's changed me hugely.
It's given me a huge amount of confidence in my role, knowing that I'm on the right track and doing what's right for the students.”

Working with Young People

Careers Officer Programme

Apprenticeship

- 15 months + EPA
- £6,000

For staff working in a secondary school providing advice and guidance

Youth Worker Degree Apprenticeship

- 36 months + EPA
- £20,000

For support staff working with young people (ages 11-19) to support with mental health, attendance and behaviour

Supporting Teaching and Learning

Advanced Skills Teaching Assistant Programme

Apprenticeship

- 16 months + EPA
- £12,000

For teaching assistants ready to move from supporting to facilitating

Teaching Assistant Programme

Apprenticeship

- 13 months + EPA
- £7,000

For those in a role supporting young people

Foundation Stage Assistant Programme

Apprenticeship

- 13 months + EPA
- £7,000

For those looking to make an impact in Early Years Education



Scan to get started!



TA, Early Years & Safeguarding

Programme	Months	Who is it for
Teaching Assistant L3	12-16	Teaching Assistants
Specialist Teaching Assistant L5	14-19	Qualified, Experienced or Specialist Teaching Assistants & HTLAs
Early Years Practitioner L2	9-12	New Early Years / Childcare Staff
Early Years Educator L3	12-18	Nursery / Pre-School Assistants
Early Years Lead Practitioner L5	12-21	Senior Practitioners, Room Leaders, Duty Managers, Pre-School Leaders
Safeguarding Support Officer L3	12-14	Safeguarding Staff, Deputy DSLs, Aspiring DSLs & Pastoral Staff

Business, IT & Digital

Programme	Months	Who is it for
Business Administrator L3	12-16	Admin staff, PA, Administrator & Central Team Admin
School Business Professional L4	14-19	Experienced Admin Staff, Admissions, Data & Attendance Officer, Office Manager & Business Manager
Project Manager L4	18-24	Digital & IT, Education & Estates Management Staff
IT Solutions Technician L3	9-12	IT Technical Staff
Digital & AI Champion L3	12-18	Digital champions, learning technologists, teachers & HODs
Digital Product Manager L4	14-20	IT Technical Staff and Managers

Limited Spaces Available

Programme	Months	Who is it for
Coaching Professional L5	12-14	Open to all. Limited spaces.
Operations Manager L5		IT, Business or Operations Managers. Limited spaces.



020 3947 5700


apprenticeships@liftschools.org

liftschools.org


1 EdCity Walk, London, W12 7TF

APPLY NOW:

Email, call or scan the
QR code to find out
more information



Governor & Director Training

This section is designed specifically to support governors in their vital role across our schools, providing clear guidance, key documents, and access to relevant professional development opportunities. Here you will find comprehensive information upcoming training sessions, resources, and support materials to help you carry out your responsibilities effectively and confidently. More information can be found in the DoWAT governance Handbook linked [here](#).

Details of all available training sessions, including booking information and course descriptions, can be found here. We encourage all governors to engage regularly with the CPD programme to ensure continued development, strong governance, and the highest standards of leadership across DoWAT.

Please use the sign-up link below to confirm which courses you would like to attend. You will then receive a Teams link directly to your email.

SIGN-UP LINK 	Date & Time	Frequency
Data Training	Wednesday 23rd September 19:30-21:00	1 per year
Disciplinary Training with HfL	Thursday 22 nd October 19:30-21:00	1 per year
CSI Training	Wednesday 13 th January 19:30-21:00	1 per year
Exclusions Training with Malcolm Leigh	Tuesday 26 th January TBC	1 per year
Standard Operating Procedures	Wednesday 24 th March 19:30-21:00	1 per year
Safeguarding & SEND	Tuesday 11 th May 19:30-21:00	1 per year
IT & Cyber	Tuesday 15 th June 18:00-19:00	1 per year

We recommend that each Governing body put forward one representative.

New Governors will have a tailored induction programme. All Governors are required to undergo a DBS check. This will be arranged via the Clerk.

As part of your ongoing governor development, it is expected that you should complete relevant training sessions throughout the academic year, one of these being safeguarding – others will be advertised by DoWAT and the Diocese of Westminster via the clerk. If you serve on any committees, you should have governor training that is relevant to your committee roles.

Governors are asked to record their attendance at training sessions on Governor Hub so that your commitment to training can be evidenced and also to identify any gaps on the local governing body. Below is a list of training that Governing bodies should undertake.

This table contains links to external Governor training that can be taken in addition to our in-house training.

Training Link 	Frequency	Who can deliver?	Who needs to be trained?
Safeguarding & Read KCSIE Part 1	Annual	DoWAT / RCDow / External / National College	All Governors
SEND	2 years	DoWAT / External / National College	All Governors
Safer Recruitment	2 years	External / National College	Governors who sit on interview panels / minimum 2 Governors, up to 6
Finance	2 years	DoWAT / External	Governors who sit on the Finance Committee
Health & Safety	2 years	DoWAT / External / National College	Governors who sit on the H&S Committee
Exclusions	2 years	DoWAT / External / National College	Governors who sit on exclusion panels / minimum 3 governors, up to 6

Training Link 	Frequency	Who can deliver?	Who needs to be trained?
NCSC Training Video	Annual	NCSE (via National College)	All Governors
IT & Cyber	Annual	National College	All Governors
Sexual Harassment Training	One-off	DoWAT	All Governors
Parental Complaints	2 years	DoWAT / External / National College	Governors who sit on complaints panels / minimum 3 Governors, up to 6
Link Governor roles Safeguarding	Annual	National College	Safeguarding Link Governor
Chair of Governors Role	Annual	National College	Chairs
Managing Allegations against Staff	5 years	External Winckworth Sherwood <i>Contact DoWAT for info: dowatgovernance@dowat.co.uk</i>	Governors who sit on complaints panels / minimum 3 Governors, up to 6
Equality Duty	2 years	External	All governors





The Diocese of Westminster Academy Trust

For comments, feedback or queries, please get in touch with us at:

 adminandprojects@dowat.co.uk

