



BUYOLO
BUSINESS | ADVISORY | SERVICES

HOD Training

Client

Western Cape Education Department

Objectives

The programme seeks to prepare the Head of Departments of Schools to better manage their curriculum, to be able to conduct moderating work and to effectively manage their time.

Tactics employed

- Allowing participants to develop samples of HOD management files
- Exploring best practices used in schools to moderate teachers' work
- Discussing key time management principles

Outcomes

By the end of the workshop, delegates should have:

- better insight into Curriculum Management
- better insight into Internal Moderation
- better insight into Time Management