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## **School Governing Body Training**

### **Client**

Western Cape Education Department

### **Objectives**

Provide School Governing Body members with tools and techniques in order to help them to overcome challenges at schools. Also to assist delegates to understand governance and management issues as well as financial and non-financial activities at their schools.

### **Tactics employed**

The following themes and issues were covered in the presentation and related discussions:

- Basic discipline and disciplinary procedures
- Occupational Health and Safety
- Development of school code of conduct and policy guidelines
- Preparation of school improvement plans and SWOT analysis for strategic planning
- Fundraising for the schools
- Responsibilities of the school governing body and office bearers
- Basics of financial management and education policy



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## **Outcomes**

By the end of the workshop delegates had:

- more information about governance and management process
- better insight into financial management and fundraising methods
- greater confidence about key responsibilities of the school governing body and its office bearers in the process of filling posts as well as the development of school policy and school improvement plans