



GOVERNANCE  
SUBSCRIPTION  
SERVICE  
2025/26

Learn **Sheffield**

JUNE 2025

# GOVERNANCE SUBSCRIPTION SERVICE

## Contents

- 3 Feedback from Schools and Trusts
- 4 Offer 1
- 6 Offer 2 - plus clerking & meeting support
- 7 Training programme details
- 10 Our Trainers
- 15 Supplementary Services

## Introduction

The quality of school governance has never been as important as it is now. Having an excellent governing board is crucial to ensuring schools and trusts are effective in achieving the best outcomes for children and young people, and in providing a great place to work for all their staff.

Sheffield has high ambitions for its schools and their governance. Learn Sheffield's School Governance Improvement Service (SGIS) aims to play a key role in delivering those ambitions.

Learn Sheffield prides itself on providing a responsive service tailored to the needs of governing boards. We want to ensure that your governing board or trust board has access to the latest information about good governance and what is expected of them.

Working closely with our experienced team of Learn Sheffield Improvement Partners and other services, one of the key features of the School Governance Improvement Service is the ability to offer a fully joined up approach to support governors and school and trust leaders.



## Feedback from Schools and Trusts

We're always pleased to hear feedback from schools and trusts – it's great to hear when you think we've done a good job and any feedback helps us to make sure we're improving and developing the service to better support your governors and trustees.

Here are a few comments we've received from colleagues in schools and trusts this year:

"The Governance team have provided essential support for me as a new head teacher, particularly in terms of expert and professional advice. Replies are quick which helps me to navigate the many challenges! The range of training offered equips governors with the skills and knowledge needed to carry out their roles effectively. The accurate and timely minutes provided by the clerking service have been instrumental in maintaining clear communication and ensuring that all decisions and discussions are properly documented. The clerk has also been an essential support in meetings as a guide through processes, procedures and legalities, ensuring we are effective in our roles and meet our responsibilities.

*Heather Partington - Head teacher, Talbot Specialist School*

"The Learn Sheffield governance service provides me with reliable and honest advice and responds quickly to my questions and queries in a personable and non-judgmental manner. Their clerks, drawing from extensive experience across multiple schools, offer invaluable insights that greatly enhance our governance discussions. With strong links established with the service, I find them to be a highly trustworthy resource for my school."

*Caroline Fairfax, Head teacher, Reignhead Primary School*

"Across our Trust, we've found the Learn Sheffield Governance Improvement Service to be consistently professional, reliable, and highly responsive. The clerking support for our governing boards has been invaluable, ensuring our meetings run smoothly, are well-documented and fully compliant. The team's advice and support, for example around managing complaints, has also been particularly effective - always clear, timely, and practical, helping us navigate sensitive issues with confidence. It's a service we continue to trust and value highly."

*Jim Dugmore, CEO, Peak Edge Trust*

"The Learn Sheffield Governance Service have been a valued partner for our Trust since we formed in Sept 2022. The clerking service combined with the use of Governor Hub has helped us to move from the individual governance practice across 13 individual schools to an aligned and coherent approach. More recently, we have begun to work more strategically with the service in developing a more bespoke approach to evaluation of the effectiveness of governance and governor development."

*Steve Davies, CEO, St Clare Catholic Multi Academy Trust*

## Offer 1 - Core

This service ensures that your governing board or trust board has access to the latest information about good governance and what is expected of them.

Learn Sheffield prides itself on providing a responsive service tailored to your needs. This support can be via our telephone helpline, email, or via online or face-to-face meetings where needed.

Working closely with our experienced team of Learn Sheffield Improvement Partners, one of the key features of the service is the ability to offer a joined-up approach to support governors and school leaders.

### Offer 1 is:

- £2,002 per board
- £1,487 per board (MATs subscribing all schools)

*now includes  
GovernorHub Knowledge*

### The Core Offer includes:

- ✓ **New for 2025/26:** GovernorHub Knowledge for all board members, including GovernorHub training – see page 17. *As a Governorhub Knowledge subscriber, your board will have access to exclusive new features, including a new Board Effectiveness Tool and A Governor Visits Monitoring Tool, which will be available through your Governorhub portal*
- ✓ Board and trust management support via the secure online portal and resources available through GovernorHub
- ✓ Standard membership of The National Governance Association (NGA), including full access to NGA resources and NGA Learning Link (gold membership available as an option)
- ✓ Governance Training see pages 7 to 9
- ✓ Comprehensive support and advice from our experienced team
- ✓ Governance Briefings, governance chairs and governance professionals' networks
- ✓ Annual Governance Conference
- ✓ Support for boards with governor and chair recruitment
- ✓ Half-termly Governance Newsletters
- ✓ Annual business planner to help boards plan termly agendas



Advice  
Helpline for  
Governors

Advice helpline for governors – by phone, email, face to face or video call.

All boards will be provided with GovernorHub - a dedicated and secure online portal for all your governing board or trust's needs - including document storage, calendar, information about your board, board effectiveness tools and much more. *From 2025/26, this will include GovernorHub Knowledge – see page 17 for details*

Full  
GovernorHub  
subscription

Standard  
National Governance  
Association  
membership

The Core Support and Advice Service includes standard membership of the **National Governance Association (NGA)**. Includes:

- Online access to practical resources including guidance, templates, checklists and insights
- Copies of 'Governing Matters' magazine, plus weekly e-newsletter
- Free access to NGA conferences and events, leadership forums, webinars and podcasts

Unlimited access to [NGA Learning Link](#), a suite of 70+ online courses covering a wide range of topics relevant to the roles and issues faced by governors and trustees. Governors are able to access training at a time and place to suit them.

Online training  
via Learning Link

Governance  
Training &  
Briefings

Governance training includes:

- Live training sessions, either face to face or via video conference
- Half termly governance briefings followed by an annual governance conference
- For non-subscribers, governance training can be purchased on a pay as you go basis or for £600 per year per board

See pages 7 - 9 for details.

Regular email  
communications  
& half-termly  
newsletters

Support with governor, trustee and chair recruitment – Learn Sheffield works with local and national partners to provide a joined up local service to support boards with the recruitment of new members.

Recruitment  
Support  
for Boards

Half-termly Sheffield Governance Newsletter and regular email communications.

Annual governing board and Trust Business Planner – helping Boards to make the most of their termly meetings.

Board  
and Trust Business  
Planner

## Offer 2

# All the benefits included in Offer 1, plus meeting support

This service level includes everything contained within Offer 1, but also includes meeting support which means that you have everything you need in order to have an efficient and effective governing board:

- A well-trained and dedicated governance professional to offer support and advice within your meetings, who is backed up by an experienced office team to ensure that the business of the board is properly conducted
- 6 hours worth of regular meeting support from a trained and dedicated governance clerk per year. Less frequent meetings such as exclusions, appeals, disciplinary meetings, complaints etc., are not included within the package but can be arranged as a supplementary service
- The service provides reassurance that the business of the governing board and committees is carried out efficiently and effectively, thereby demonstrating that the board is fulfilling its core functions
- Where appropriate, you will be provided with, or signposted towards, specialist advice needed by boards

### Offer 2 is:

- £2,412 per board
- £1,877 per board (MATs subscribing all schools)
- Discounted price for MATs who purchase a package for every governing board within the Trust.

*now includes  
GovernorHub Knowledge*



# Develop governance in your school with our comprehensive training programme

## About the Training

Our training programme is designed to support governors and governing boards to be effective in their roles. Whether they're a new governor looking for introductory knowledge or an experienced governor looking to keep up to date with new policies or expand their learning to take on a specialist role, our programme provides a range of courses to help them do this.

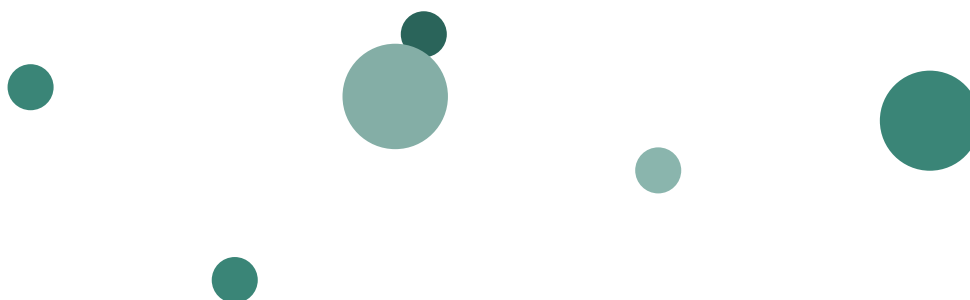
## Key Features of our Training

- Accessible sessions: Our sessions are primarily online to support ease of attendance and timed to fit around your schedule
- Expert Trainers: Learn from leaders and specialists who bring years of experience and practical insights
- Customised Content: Tailored modules to meet the needs and objectives of governing boards, ensuring maximum relevance and impact
- Networking Opportunities: Link with peers and mentors, expanding your connections

## Who would benefit

This training is ideal for:

- New governors looking to get up to speed with their role
- Experienced individuals with specific training needs or to address specific gaps in the knowledge represented on their board
- Governors looking to keep up to date with the latest policies and issues raised by schools
- Aspiring vice chairs and chairs looking to develop leadership skills
- School leaders and senior staff wishing to expand their understanding of the strategic role of governance



## Topics Covered

Our **programme** covers a wide range of topics, encompassing:

- Effective governance
- Strategic leadership
- Accountability
- People
- Governance structures
- Self-evaluation and board development
- Compliance

## Bespoke sessions

Learn Sheffield can also provide bespoke training for governors, trustees or clerks in schools and academies. This can include organising a session from our existing offer to be delivered in person or online, or designing and delivering a bespoke session to meet your specific training needs. This bespoke training is not part of the subscription offer and would therefore carry an additional cost, with the price being dependent on the delivery required. Learn Sheffield can also offer mentorship or consultancy packages to support the development of governance.

### Examples of Bespoke Training

- Ofsted Preparation
- Performance Management / Appraisal
- Understanding your data
- Safer Recruitment
- Board effectiveness
- The role of the clerk/governance professional
- Consultancy Session
- Succession Planning
- Support for Chairs Package... mentorship package or 1:1 consultancy session
- Support for Clerks Package... mentorship package or bespoke training packages

## Accessibility

Our sessions are usually hosted online and timed to support attendance. Sessions vary in length from 1 to 2 hours. Supporting materials are shared with attendees. Sessions are booked via Eventbrite and can be accessed through the [Learn Sheffield website](#).

If a session is fully booked, please contact the team at [governance@learnsheffield.co.uk](mailto:governance@learnsheffield.co.uk) so that we can put you on a waiting list.

If you are from a RoSIS subscribing school you can also contact them on 01709 334005 or by email ([rosis@rotherham.gov.uk](mailto:rosis@rotherham.gov.uk)).

## Why Choose Us?

- A comprehensive programme responsive to the current landscape of education
- An accessible offer to meet the needs of governors at all levels of experience
- Commitment to Excellence: We are dedicated to the success and growth of your board
- A team of trainers bringing a wealth of knowledge and experience



## Our Trainers



### Susanna Bradbury

*Governance Manager*

-----

Susanna is a Governance Manager at Learn Sheffield, specialising in governor recruitment and retention, governor training and the development of our Governance Professional team. Susanna was a Governance Professional with Learn Sheffield for a number of years before joining the central team in 2023.

Susanna was a primary school teacher and senior leader in South Yorkshire for over 20 years and has been involved in governance since the start of her teaching career. Susanna is currently in a governor role at two schools, has been a chair of governors and has provided coaching to other chairs in Sheffield schools.

---



### Jamie Clarke

-----

Jamie Clarke is Head of Estates and Facilities at Five Rivers Multi Academy Trust, with over a decade of experience spanning health and safety, facilities management, and the education sector. NEBOSH qualified, Jamie has held senior leadership roles, including governance on an Interim Executive Board and strategic oversight at organisational level. As a trainer, Jamie brings practical, real-world insights to educational leaders and governors, supporting the development of safe, effective, and sustainable learning environments.

---



### Mark Coppel

-----

Mark is an experienced education governance specialist who works with sector organisations, teaching hubs and local authorities to support and enable good governance. He has worked on various DfE funded programmes including the leading governance development programmes for chairs, clerks and boards and the National Leader of Governance programme. He has delivered the clerk's development programme for several teaching hubs and trusts and develops and delivers training for Learn Sheffield, the Sheffield school's company.

He works as a governance consultant and trainer for both the National Governance Association (NGA) and the Confederation of School Trusts (CST), delivering external reviews of governance, training and consultancy.

Mark has delivered over 50 external reviews of governance and has experience providing support directly to schools and academy trusts of all sizes, phases and types.

Mark's governance experience includes chairing multiple school boards including interim executive boards that have been engaged in taking schools from special measures to good. He has been the member of several transition boards and chaired a special school's governing board. He is currently a trustee of a 26-school multi academy trust.

---



## Sue Finnigan

*Lead Education Consultant*

-----

Sue is a lead Education Consultant at Learn Sheffield specialising in Online Safety and Relationships Sex and Health Education having left a similar role in Sheffield City Council in 2022 to join the learn Sheffield Team. She leads on a commission from Sheffield Safeguarding Children Partnership to support schools and settings in keeping children safe online and works closely with the Sheffield Safeguarding Education advisors.

Sue is a former physics teacher, head of department and middle leader in a secondary school. She has extensive experience in teaching and learning using learning technologies and worked for more than 20 years in the application of learning technologies in education, more recently specialising in online safeguarding.

Sue played a leading role in creating the current curriculum for Relationships, Sex & Health Education in the city. More recently she has been leading on a Developing Healthy Attitudes Project via the South Yorkshire Violence Reduction Unit across the county.

Sue is passionate about ensuring that children and young people have access to high quality learning and support to help them thrive in all aspects of their lives.

---



## Sarah Hubbard

*Learn Sheffield Improvement Partner (Primary/Secondary)*

-----

Sarah joined Learn Sheffield in January 2023. She was previously HMI. During her time at Ofsted, she was the Subject Lead for English, working within Ofsted's Curriculum Unit. In this capacity she worked on the English Research Review, which is part of Ofsted's Research Review Series. Sarah's previous experience included school leadership, post-graduate studies including school improvement and leadership and work as a Specialist Leader in Education. Sarah has also led an English improvement group of collaborating secondary and primary schools and English training for national organisations.

---



## Helen Lane

*Learn Sheffield Improvement Partner (Primary/Secondary)*

-----

Helen has recently retired following ten years working for the North East, Yorkshire and Humber Region of Ofsted, most recently as Senior His Majesty's Inspector and Assistant Regional Director. In these roles, Helen has extensive senior leadership experience in Ofsted, including inspection and monitoring of primary and secondary schools and inspection of initial teacher training providers. Her leadership experience spans all of Ofsted's remits, schools, early years, further education and skills and social care.

Prior to that she undertook a range of school senior leadership roles, including as a headteacher. Helen has worked as a school improvement advisor and as a primary and secondary science teacher advisor. In both these roles she oversaw improvements at both school and subject level.

---

## Malcolm Leigh

-----

Malcolm's background is in education. He was a teacher in the secondary sector for 25 years, half of that time in senior leadership roles, teaching in three different schools, two in Hertfordshire and one in North London. He then worked for 14 years within Children's Services at Hertfordshire County Council in a variety of roles including school admissions (particularly complex cases), home to school transport and school exclusions. With reference to exclusions, he represented the Local Authority at over five hundred governor exclusion hearings and many dozens of Independent Appeal/Review Panel hearings. He led a team of specialists advising schools, governors and parents about the exclusion process.

Malcolm was also involved in securing alternative educational provision for children who had been permanently excluded and has mediated hundreds of managed moves to obviate the need for exclusion.

He now works as an education consultant, providing a number of services including a range of exclusion training packages for governors, training for senior school leaders and pastoral managers regarding the exclusion process, reviewing school behaviour policies, conducting behaviour reviews in schools and ad hoc commissions.

---



## Bev Nicholson

-----

*Learn Sheffield Improvement Partner (Primary)*

Bev works as an educational consultant providing advice, training and strategic leadership support to schools and other educational organisations. She has over 20 years' experience in primary headship and executive headship and as a Local Authority lead head teacher. She has a well proven record of sustainable school Improvement and leadership development based on effective collaboration. Bev has particular expertise in supporting schools in challenging circumstances towards rapid improvement in outcomes.

---



## Sai Patel

-----

*Learn Sheffield Improvement Partner  
(Secondary/Safeguarding Specialist)*

Sai has a wide range of experience in education and has worked in a range of different settings. He has experience of all phases of education, independent schools and free schools. Sai has been a headteacher in several secondary schools, an independent consultant, an Education Advisor for the Department for Education and served as HMI in the London region. In addition to supporting school improvement, Sai has specific interests in safeguarding and alternative provision.

---



## **Diane Stokes**

*Learn Sheffield Improvement Partner (Primary)*

-----

Diane has supported school leadership in Sheffield for over 20 years, having previously been a teacher, school leader and associate headteacher in the city. Formerly a Local Authority adviser, Diane joined Learn Sheffield in 2015 and currently provides professional development and school improvement support for primary schools in Sheffield and across the region. Her areas of specialism include pre and post Ofsted support, training and development for school leaders and those involved in governance. She has a particular interest in curriculum design, primary assessment and English writing moderation.

---



## **Dr Chasca Twyman**

-----

Chasca is a consultant with the National Governance Association (NGA) undertaking external reviews of governance, delivering training for academy trusts and schools, and providing bespoke support. She also delivers governance training for Derbyshire local authority and Learn Sheffield. Chasca was a designated National Leader of Governance under the reformed programme (2012-23).

As a former university academic, with a PhD in the social sciences, Chasca's professional experience in higher education means she has excellent strategic and analytic skills that transfer well into school governance. Her former work as a trustee in the charity sector further broadens and deepens her relevant expertise for school and trust governance.

Chasca has experience of governing in schools exploring federations, collaborations and academisation, as well as those managing expanding and contracting pupil intakes. Chasca is a trustee and vice-chair in a city-based multi academy trust with nine schools across all phases and she also chairs a large rural local authority-maintained foundation secondary school. She is a member in a multi academy trust (all phases and including Church of England voluntary controlled schools). She has also governed in a small rural Church of England voluntary aided primary school.

---



## **David Werry**

-----

David has been an NGA consultant since 2015. He works for NGA Consultancy on a number of different projects including external reviews of governance of MATs, SATs and maintained schools; supporting organisations as an external adviser for the performance management of senior executive leaders and helping to develop advice alongside other members of the NGA team. He also delivers sessions for NGA Training on a variety of topics. David has over 30 years' experience in primary education, including 12 years as headteacher and, since 2014, as a consultant, working with schools across the midlands. He was previously one of the redesignated National Leaders of Governance in September 2021. Before finding his vocation as a primary school teacher, David worked for six years as an accountant in business and industry. His professional qualifications include ACA and NPQH. David has been involved in school governance since 2011 and has experience in all phases from nursery to sixth form, in both mainstream and special education. He is currently chair of governors of an outstanding maintained primary school and is a member of a multi-academy trust. He previously served as a trustee in two multi academy trusts over eight of the last ten years.

---



## Nick Whittaker

*Learn Sheffield Improvement Partner (Special/SEND Specialist)*

-----

Nick has over 30 years of teaching and leadership experience in secondary and special schools. He joined Learn Sheffield in the summer of 2021, having been an education HMI and Ofsted's specialist adviser for SEND. Prior to joining Ofsted, he was the executive headteacher of two all-age special schools for children and young people with severe learning difficulties and complex needs. Nick also has experience as a senior local authority adviser and school improvement partner.

---



## Andy Wynne

*Governance Lead*

-----

Andy is the Governance Lead for Learn Sheffield, which includes heading up the Governance Improvement Service and supporting and advising the Learn Sheffield Board. He also leads on Data Protection and provides Data Protection (GDPR) support to a number of schools in the city.

Andy has more than 40 years' experience in education in the city, first as a lecturer in further & adult education, later moving into the area of IT and learning technologies in the local authority.

Andy was involved in the early stages of establishing Learn Sheffield in 2015 and joined the company in 2017, initially as Operations Director. He is a governor in a number of schools in the city and is passionate about ensuring that our schools and settings have all the support they need to help make our schools be the best they can be.

---

# Supplementary Services

## Meeting Support

Activity	Price
<b>Clerking of Regular Meetings</b>	<b>£67 per meeting hour</b>
Schools can purchase extra clerking support in addition to the 6 hours included in Offer 2. This covers meetings such as extra Full Governing Board meetings, regular committee meetings etc and includes administration.	
<b>Extraordinary Meetings</b>	<b>£88 per hour</b>
This covers meetings such as permanent exclusion meetings, governing body disciplinary meetings, complaints, appeals etc. For services not listed, please contact us.	

Please contact us for rates for non-subscribing boards.

## Governor Training (stand-alone package)

See pages 7 - 9, or visit our [website](#).

Activity	Price
<b>Governance Training (stand alone package)</b>	<b>£600 per board per annum</b>
Non-subscribing governing boards can purchase the governor training package as a stand alone service.	

All prices in this document are exclusive of VAT and may be subject to change.

## Contact Us

**Have questions?** Reach out to our friendly support team for more information:

Information can also be accessed via the Learn Sheffield website, by phone (0114 250 7417) or by email ([governance@learnsheffield.co.uk](mailto:governance@learnsheffield.co.uk)).

“NGA has a wealth of information available to support governor effectiveness.”

Member

# Empowering you to raise standards for good governance

Don't miss out on receiving your essential membership benefits.



## Standard Governing Board benefits



**Knowledge Centre**  
Best practice guidance, templates, checklists, insights and more.



**Leadership forums**  
Forums for sharing ideas, discussing challenges, and exploring future plans.



**Webinars and podcasts**  
Expert-led discussions, debates and insights into the latest thinking on governance.



**Discounts on NGA publications**  
Guides for both new and experienced governors and trustees.



**Governing Matters**  
Membership magazine providing essential reading on strategic leadership.



**Making your voice heard**  
We represent you at the national level and raise the profile of governance.



**Weekly e-newsletter**  
The best way to keep up to date with important governance and education news.



**Member events**  
Join in, network and learn from your peers: there are over 30 events a year to choose from.

Learn **Sheffield**



[nga.org.uk](http://nga.org.uk)

NGA Standard Membership is included in Offer 1.

Boards can subscribe to NGA Gold membership at discounted rates.

**Contact us for details**

### Access your benefits

Log in to [nga.org.uk/profile](http://nga.org.uk/profile) to access your **My NGA** dashboard, where you can manage your account and access membership benefits.

### Need help?

**0121 237 3780 (option 3)**  
Visit [nga.org.uk/contact](http://nga.org.uk/contact) to view our FAQs or make an enquiry.



**80,000+**  
members  
benefit from NGA resources



**130,000+**  
governance roles  
supported by NGA



**60,000+**  
learners  
subscribe to NGA e-learning



**70%**  
of schools and trusts  
in England access NGA services



# What is GovernorHub Knowledge and how can it help you?



**GovernorHub Knowledge** provides everyone on your board with the skills, knowledge and confidence to be truly effective.

From 1st September, all boards will have access to GovernorHub Knowledge as part of Offer 1 in the your Learn Sheffield Governance Improvement Service Subscription. This also gives you access to the **GovernorHub Governor Effectiveness Tool**.

Your GovernorHub subscription will give your entire board all of the management tools within GovernorHub, plus access to practical articles, training courses, advice and guidance.

## On-demand training



Develop skills and confidence with online training courses to fit around your time

- bitesize training courses so that you feel prepared and able to contribute from the off
- what is (and isn't) expected of you
- up-to-date source of information written by governance experts for governors

## Board effectiveness tool New

Supports your self evaluation process by auditing and analysing the skills, experience and effectiveness of your team

- capture and evaluate your board members' skills, experience and knowledge in one place (goodbye spreadsheets!)
- gain insights that genuinely increase the effectiveness of your board

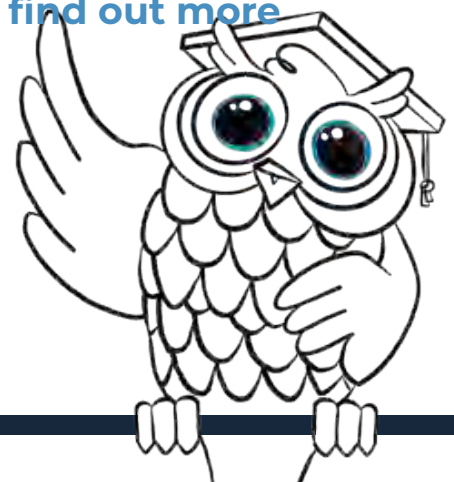
## Comprehensive library of resources and templates

Equip your board with the specialist knowledge to support your school

- help so that you can contribute with confidence and purpose, with guidance and resources on everything you need to know - from attendance to inspection to SEND



Click the chat button in GovernorHub to find out more



Learn  
**Sheffield**



**By Phone:** 0114 250 7417

**By Email:** [governance@learnsheffield.co.uk](mailto:governance@learnsheffield.co.uk)

**In Person:** Learn Sheffield,  
Suite 6, Albion House,  
Savile Street,  
Sheffield, S4 7UD

[WWW.LEARNSHEFFIELD.CO.UK](http://WWW.LEARNSHEFFIELD.CO.UK)

Learn Sheffield is a not for profit company limited by guarantee, of which 80% is owned by schools and colleges and 20% by Sheffield City Council.