

LEARN SPARK

Training & Facilitation Programmes for
Education, Charities and Businesses

We are Learn Spark!



Here at Learn Spark, we don't do boring.

Our **training and facilitation programmes for education, charitable and business organisations** are fun, interactive and practical. We seek to ensure all attendees leave our sessions with the most up-to-date information, resources, strategies and approaches. We develop the skills and confidence they need to effect change within themselves and their organisation.

Our recipe for successful training and facilitation! We place research, evidence and great content at the centre, we layer it with challenge, discussion and debate, then surround it with fun, engagement and a positive inclusive atmosphere. These ingredients, along with a love and passion for what we do is what sets us apart from the rest.

Check out our array of **training and facilitation programmes**. However, don't feel we will simply deliver an 'off-the-shelf' solution, we will in advance of any session get to understand where you're heading and target the drivers we need to inject into your programme. We will ensure everything we do is relevant to your objectives and organisation.

**To book a session, find out more information
or arrange a free consultation:**

Call: +44 (0) 28 3083 3942

Email: enquiries@learnspace.co.uk

Visit: www.learnspace.co.uk



Paul Gray
Learn Spark, Managing Director

Teaching & Learning



This exciting selection of courses aims to bring you the latest research, strategies and methods to challenge staff and students in all aspects of their continued learning. Take the opportunity to refresh your knowledge in **Just Great Teaching**. Here we will reconnect with what makes quality teaching and learning. We will explore what we know works with students and what makes little or no impact. In **Next Level Differentiation** we will focus on practical strategies and methods that will ensure all your students are stretched, challenged and ultimately developing as learners. With **Marking for Improvement** we explore how to give meaningful feedback that is understood by the student and more importantly acted upon in a way that closes their gap in learning.

In **Metacognition and Self Regulated Learning** educators will be provided with the tools, processes and resources they need to effectively empower their students to take control of their own learning. The **Targeted Mentoring** 2 day course will explore the attitudinal and motivational barriers faced by students. The course will provide educators with the knowledge, skills and evidence-based structure they need to support and guide their learners to success.

In **Target Questioning** we examine the most often used teaching and assessment method, 'Questioning'. We explore various approaches to questioning and consider how we can ensure the questions we ask fully support and challenge students.

Suitable for:

Teachers
Tutors
Lecturers
Classroom Assistants

Takeaways:

- ☑ Manageable & practical strategies
 - ☑ Case studies of next practice
 - ☑ Access to latest research
 - ☑ Time to reflect on current approach
 - ☑ Confidence to take risks in learning
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Programmes

Code	Courses	Duration
TL1	→ Just Great Teaching Exploring the Latest Research on Teaching	1 Day
TL2	→ Next Level Differentiation The Latest Strategies and Methods	1 Day
TL3	→ Marking for Improvement The Latest Strategies and Methods	1 Day
TL4	→ Metacognition & Self Regulated Learning Teaching, Learning and Thinking	2 Days
TL5	→ Targeted Mentoring Training Supporting Attitudinal & Motivational Change	2 Days
TL6	→ Target Questioning Exploring Effective Questioning	½ Day



Leadership Development

Our Leadership Development courses will challenge, empower and transform leadership in your organisation at all levels. Our **Handling Difficult Conversations** course explores how to effectively challenge underperformance by staff and how to deal with the different parent types we encounter. In **Communication for Buy-in**, we will reflect on the components of quality personal and organisation-wide strategic communication. In the **Leading Improvements in the Quality of Teaching and Learning** course we explore how leaders can successfully move learning and teaching from the ordinary to the extraordinary!

In **Leading and Managing Change** we examine the key steps to achieve successful change and explore the dispositions required to deliver on these steps.

Motivating and Inspiring Staff will present proven, practical strategies that will encourage all staff to contribute positively towards a common vision. Specifically designed for those who aspire to leadership, the **Moving into Leadership** course will explore the knowledge, skills and attitudes required to lead a team of professionals. Underpinning all leadership must be a robust action plan outlining clear actions, methods for monitoring and criteria for evaluation. This **Action Planning, Monitoring and Evaluating Standards** course will transform your understanding of how to develop a strong and inclusive roadmap for success.

The **Effectively Resolving Conflict** course will enable you to better understand the nature and sources of conflict in your organisation and explore the practical approaches to resolve these difficult engagements.



Suitable for:

Aspiring Leaders
Coordinators
Middle & Senior Leaders
Principals
Chief Executives

Takeaways:

- ☑ Clear goals & targets for further professional development
 - ☑ Strategies to raise standards
 - ☑ Skills in people management
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Programmes

Code	Courses	Duration
LD1	→ Handling Difficult Conversations	1 Day
LD2	→ Communication for Buy-in	½ Day
LD3	→ Leading Improvements in the Quality of Teaching and Learning	1 Day
LD4	→ Leading and Managing Change	½ Day
LD5	→ Motivating and Inspiring Staff	1 Day
LD6	→ Moving into Leadership	½ Day
LD7	→ Action Planning, Monitoring and Evaluating Standards	1 Day
LD8	→ Effectively Resolving Conflict	½ Day

Student Development



Our student development courses will energise and empower students with the skills and drive they need to achieve in school, work and life.

The **Recall** course will focus on the development of student's long term memory. They will develop practical methods and strategies for remembering the key information, lists and processes they will need to call upon in their exams. The **Time** course will challenge students to reflect on how they spend their time, getting them to find the right balance between their social life and studies. In the **Lead** course, students will explore the fundamentals of strong and effective leadership, such as presence, communication, integrity, moral direction and motivating and inspiring others.

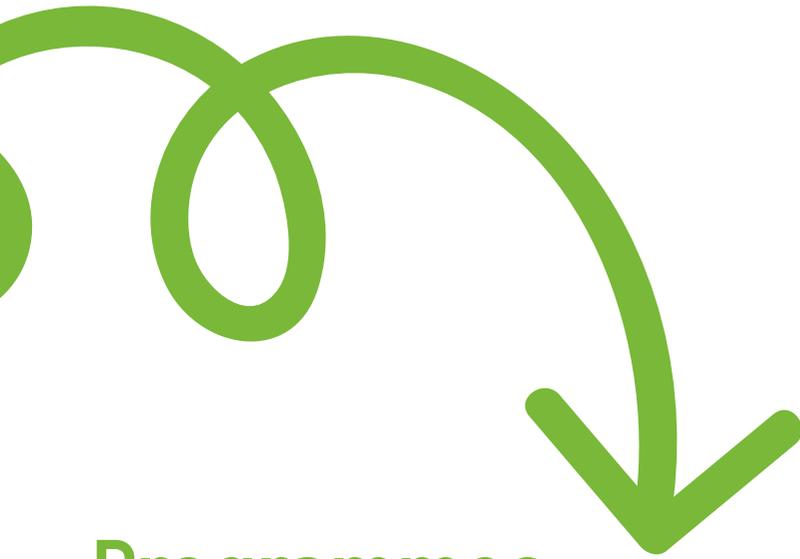
The **Present** workshop will develop the essential skills and competences students require to effectively speak and present to others in public. They will learn how to stand out from the crowd. Students are increasingly being called upon to work with and support their peers. This **Peer Mentoring** course will enable them to provide clear guidance and support to their fellow students. The **Mindfulness** course is like nothing students will have experienced before. Through mindful reflection they will be shown how they can strengthen their confidence, resilience and overall sense of happiness. The **Momentum** course will provide students with the motivation and drive they need to set their own targets for learning and overcome the barriers they face to achieving their goals.

Suitable for:

Schools
Colleges
Universities
Charities
Youth Clubs

Takeaways:

- ☑ Greater confidence and self esteem
 - ☑ Greater resilience, and concentration
 - ☑ Positive attitude to school and life
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Programmes

Code	Courses	Duration
SD1	→ Recall Developing Memory Skills	3 Hours
SD2	→ Time Developing Time Management Skills	3 Hours
SD3	→ Lead Building Confident and Inspirational Leaders	1 Day
SD4	→ Present Building Presentation and Public Speaking Skills	3 Hours
SD5	→ Peer Mentor Training for Students to Support Fellow Students	1 Day
SD6	→ Mindfulness Building Resilience, Focus, Concentration and Happiness	3 Hours
SD7	→ Momentum Building Self-confidence and Motivation	3 Hours

Ready, Steady, Study!

Our study skills programmes answer the question: How do we study? They will empower students to study effectively enabling them to reach their full potential.

Study Skills for KS3 & 4 provides students with the attitude and confidence to study. It sets out tried and tested techniques, strategies and approaches to support revision, and details the key steps required to effectively plan and manage their time.

Advanced Study Skills for Post-16 and Higher and Further Education provides students with highly effective techniques, strategies and approaches that will allow them to reach the depth of understanding required in advanced level qualifications. It shows them how to strengthen their memory, develop their higher order thinking skills and how to manage their stress and build resilience.

Parent Study Skills Programme provides parents with practical strategies to support their child in preparing for exams. As well as exploring how to provide the right emotional support and positive learning environment, parents also learn how to directly support their child in the revision and learning process.

Suitable for:

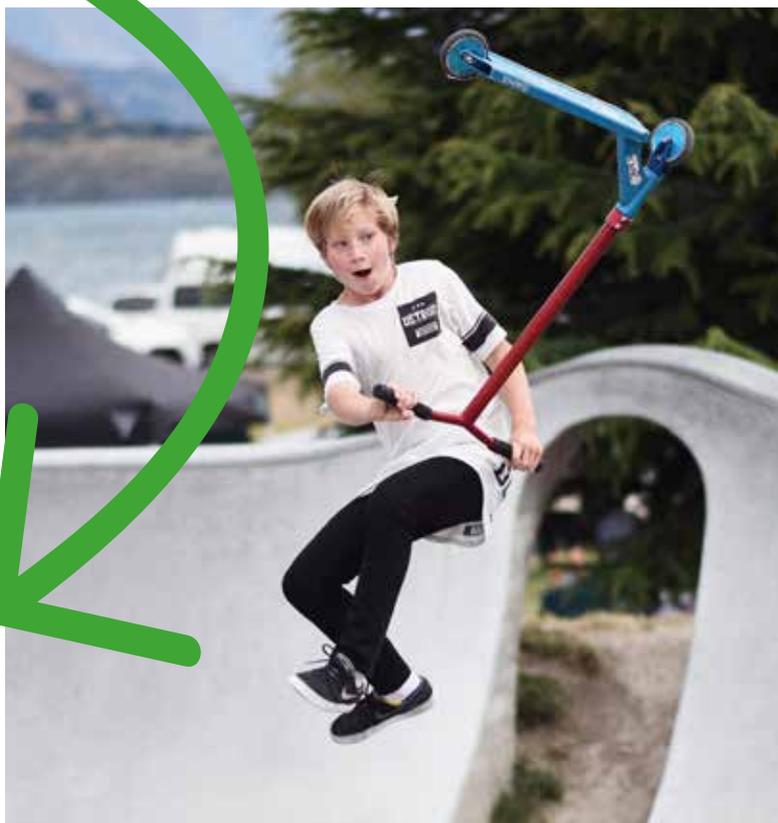
Schools
Colleges
Universities
Parents

Takeaways:

- ☑ Positive attitude and confidence
 - ☑ Resilience, empowerment and focus
 - ☑ Practical techniques and strategies to support revision
 - ☑ Guidance booklet with hints and tips on studying effectively
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Programmes

Code	Courses	Duration
RSS1	→ Ready Steady Study! Study Skills for Key Stage 3/4	3 Hours
RSS2	→ Ready Steady Study! Advanced Study Skills for Post-16	3 Hours
RSS3	→ Ready Steady Study Parents! Study Skills Training for Parents	2 Hours



Literacy Development

These courses will support the development of literacy, a key skill for life and work. **The Talking Partners** 2 day course is a structured oral language programme which aims to improve pupils' talking and listening skills. It is targeted at Key Stage 3 students whose oral language is delayed and lacking in confidence and fluency.

The **Boosting Reading @ Secondary** 2 day course supports the acquisition of good reading skills and is specially designed to improve the way pupils read, enabling them to read with understanding and enjoyment.

In the **Getting Clever with Spelling, Grammar and Punctuation** course we will explore the difficulties that some students face using grammatical constructs in their written exposition.

In our **Supporting Literacy Improvement** series (Introductory and Advanced courses), educational support staff will explore various approaches to supporting learners to improve their literacy. In the course **Helping Students Reach their Potential**, which is delivered directly to students, the key components of the GCSE English Paper are examined and the necessary skills to improve performance are developed. In the course **Parent Literacy Focus** parents are provided with practical strategies and approaches they can use to support their child in the development of their literacy.

Suitable for:

Teachers
Tutors
Lecturers
Coordinators
Classroom Assistants
Students
Parents

Takeaways:

- ☑ **Structured evidence based programmes**
 - ☑ **Management resources and strategies**
 - ☑ **Tested methods and approaches to improve literacy**
 - ☑ **Greater confidence and competence**
-

Programmes

Code	Courses	Duration
LIT1	→ Talking Partners Literacy Support Training Programme	2 Days
LIT2	→ Boosted Reading @ Secondary	2 Days
LIT3	→ Getting Clever with Spelling, Punctuation and Grammar	1 Day
LIT4	→ Supporting Literacy Improvement Introductory Skills for Classroom Assistants	1 Day
LIT5	→ Supporting Literacy Improvement Advanced Skills for Classroom Assistants	1 Day
LIT6	→ Helping Students Reach their Potential GCSE English Catch-Up Programme	1 Day
LIT7	→ Parent Literacy Focus Helping Parents Support their Child in Literacy	2 Hours

Personal Effectiveness

Our personal effectiveness courses will equip your staff with the skills, confidence and attributes they need to reach their career goals. Great presenters do more than just present information, they seek to move people to action - to inspire, motivate and persuade. This **Giving Great Presentations** course will take your staff's presentations to the next level ensuring engagement and impact.

The **Time Control** course will allow your staff to better manage their time by challenging their time management behaviour and equipping them with practical methods and strategies that will ensure they control demands and meet deadlines. The **Resilience Training** course will help your staff manage the multiple pressures they face. They will learn how to take control of their thinking and emotions to achieve a greater sense of empowerment.

The **Assert Yourself** course will help staff transform how they deal with demanding situations and people. They will learn how to develop an assertive communication style. In a competitive educational environment standing out in an interview has never been more important. The **Powerful Applicant** course will explore techniques to help staff manage interview nerves and use their voice to convey a confident and engaging style. It will also help them use body language to build rapport and show them how to structure their answers to meet key criteria.



Suitable for:

Teachers
Tutors
Lecturers
Administrative Staff
Support Staff
Principals
Chief Executives

Takeaways:

- ✔ Greater self awareness & self regulation
 - ✔ Practical strategies and approaches to change outcomes
 - ✔ Key information and checklists to guide practice
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Programmes

Code	Courses	Duration
PE1	→ Giving Great Presentations	3 Hours
PE2	→ Time Control Effectively Managing your Time	3 Hours
PE3	→ Resilience Training Building Coping Skills	3 Hours
PE4	→ Assert Yourself Take Control of Communication	3 Hours
PE5	→ Powerful Applicant Make an Impact at Interviews	3 Hours



Facilitation Services

We've been running highly effective facilitated workshops for years. Our bespoke sessions are guaranteed to get everyone collaborating effectively to harness their collective strengths. We've facilitated hundreds of brainstorming sessions, meetings, focus groups, strategy workshops, teambuilding events and conferences. We are known for keeping the energy high and for building motivation, momentum, dynamic ideas and solutions.

Our **Framing the Future** sessions will allow your team to discuss and reconnect with the core ethos and values of the organisation and agree the actions and behaviours that will embody them. It will also allow the team to agree a collective vision that guides efforts, planning and decision making.

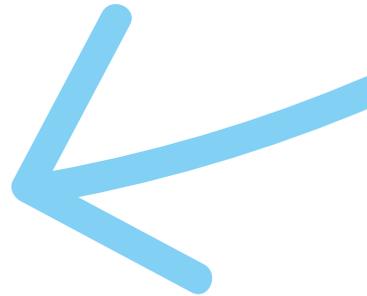
The **Strengthening Partnership Working** sessions provide a facilitated forum for the leadership of partnering organisations to agree their collective objectives and working arrangements. It helps break down barriers and build strong relationships that support collaboration.

The **Releasing Stakeholder Voice** sessions will allow you to hear directly from your stakeholder groups on their views about the direction of the organisation, helping you set out your strategic plans for the future.

Our **Team Energy** sessions are perfect for lifting the mood and morale of staff and bringing them together as a team. During the sessions they will learn about adaptability, communication, problem solving and decision making along with building self-confidence, resilience and teamwork.

Suitable for:

Schools
Colleges
Universities
Charities
Youth Clubs
Businesses





Programmes

Code	Courses	Duration
FS1	→ Framing the Future Reconnecting with Ethos, Vision and Values	1 Day
FS2	→ Strengthening Partnership Working Supporting Collaboration	1 Day
FS3	→ Releasing Stakeholder Voice Informing Strategic Planning	3 Hours
FS4	→ Team Energy Building and Motivating Teams	1 Day

Testimonials

“

Very informative.
A lot of knowledge
and great examples
used throughout
adding meaning.

”

*North West Regional College,
Leading Motivating and
Inspiring Staff*

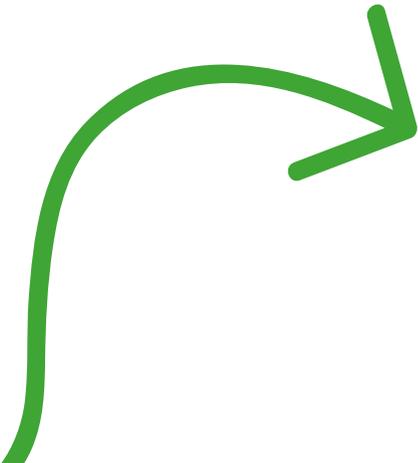


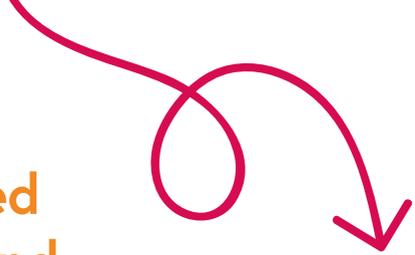
“

Very, very
impressive.
One of the best
speakers I have
seen in 20 years
of teaching!

”

*Ballymena Academy,
Next Level Differentiation*





“

I really enjoyed this session and hope Learn Spark comes back for our GCSEs or A-Levels.

”

*Year 10 pupil,
Mindfulness Training*

“

Brilliant, very good information on different strategies on how to revise

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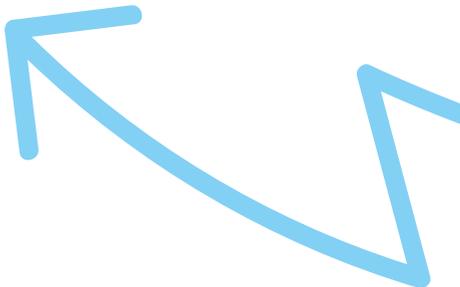
*Year 12 pupil, City of Armagh
High School, Ready Steady Study*

“

Top notch indeed. The best session I have ever had.

”

*Lumen Christi College,
Just Great Teaching*





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