CYFLAWNI TEGWCH A RHAGORIAETH
MEWN ADDYSG A GWELL LLES I BAWB

EQUITY AND EXCELLENCE IN EDUCATION
AND ENHANCED WELLBEING FOR ALL

Rhaglen Hyfforddiant i Lywodraethwyr

Tymor y Gwanwyn

2024-2025

Rhondda Cynon Taf

Rhagair

Dyma fanylion ein hachlysuron Hyfforddiant i Lywodraethwyr rhithwir ar gyfer y tymor nesaf. Bydd sesiynau hyfforddiant tymor y gwanwyn yn cael eu cynnal yn rhithwir i sicrhau diogelwch a lles ein llywodraethwyr. Os byddwch chi'n dewis cadw lle ar sesiwn hyfforddiant, byddwch chi'n cael arweiniad ar sut i gymryd rhan yn yr hyfforddiant rhithwir a bydd cefnogaeth a chyngor ar gael gan y Gwasanaeth Cymorth i Lywodraethwyr. Byddwn ni'n parhau i adolygu sut i ddarparu hyfforddiant yn ystod tymor y gwanwyn i baratoi ar gyfer rhaglen tymor yr haf.

Yn Rhondda Cynon Taf, ein nod yw cefnogi a datblygu ein llywodraethwyr i ymgymryd â'u swydd mewn modd effeithiol ac effeithlon. Nod y cyrsiau yma yw eich helpu a'ch paratoi chi ar gyfer y tasgau y bydd raid i chi eu cyflawni a chithau'n llywodraethwr. Rydyn ni'n eich annog chi felly, i fanteisio ar gynifer o gyfleoedd hyfforddiant â phosibl.

Mae llywodraethwyr yn effro i'r gofyniad gorfodol i gyflawni hyfforddiant. Mae pob llywodraethwr sydd, yn ein barn ni, angen hyfforddiant gorfodol wedi cael gwybod hynny drwy e-bost/llythyr.   Does dim hyfforddiant gorfodol wyneb yn wyneb y tymor yma ond mae modd i lywodraethwyr gwblhau hyfforddiant ar-lein. E-bostiwch Adrien Woodland-Norris i gymryd rhan yn yr hyfforddiant gorfodol ar-lein - *Adrien.Woodland-Norris@rctcbc.gov.uk neu ffoniwch 07385 086800.*

Pan fo llywodraethwyr yn aelodau o bwyllgorau penodol, er enghraifft Rheoli Cyflawniad, Cwynion neu Wahardd Disgyblion, rydyn ni'n argymell bod y llywodraethwyr yma'n mynd i'r hyfforddiant perthnasol ar gyfer y pwyllgorau yma. Caiff Llywodraethwyr Cyswllt eu hannog i fynd i hyfforddiant perthnasol hefyd.

Mae Cymorth i Lywodraethwyr **yn annog cyrff llywodraethu, neu glystyrau ysgol, i newid eu ffocws ar gyfer hyfforddiant llywodraethwyr fel bod ysgolion neu grwpiau unigol yn cael hyfforddiant ar bynciau neu faterion arbennig sy'n berthnasol iddyn nhw**. Mae modd i ni addasu cyrsiau ar gyfer cyrff llywodraethu unigol, neu glystyrau, ar unrhyw bwnc o'ch dewis. Am ragor o wybodaeth, e-bostiwch *CymorthiLywodraethwyr@rctcbc.gov.uk.*

Bydd Consortiwm Canolbarth y De yn darparu cyrsiau hyfforddi llywodraethwyr drwy gyfrwng y Gymraeg yn ôl y galw.

Rhaid i 5 person o leiaf fod yn bresennol ar y cyrsiau (10 ar gyfer cyrsiau Consortiwm Canolbarth y De). Yn ogystal â hynny, os byddwch chi wedi cadw lle ar gwrs arbennig ond ddim yn gallu mynd, gofynnwn yn garedig eich bod chi'n rhoi digon o rybudd (o leiaf 10 diwrnod ymlaen llaw), er mwyn inni benderfynu p'un ai i fwrw ymlaen â chynnal y cwrs neu beidio.

Diolch i chi am eich ymrwymiad wrth fod yn llywodraethwr ysgol yn Rhondda Cynon Taf.

Gaynor Davies

Cyfarwyddwr Addysg a Gwasanaethau Cynhwysiant

Hyfforddiant i Lywodraethwyr 2024 – 2025, Tymor y Gwanwyn

Presenoldeb		**Dyddiad:**	**Amser**
Bydd y sesiwn yma'n trafod data presenoldeb, prosesau'r ysgol, rhyngwyneb y Gwasanaeth Mynychu'r Ysgol a Lles (dyletswyddau statudol a deddfwriaeth, arferion cofrestru a hysbysiadau cosb benodedig).			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mercher 19 Mawrth 2025	4:00pm – 5:30pm

Gyrfaoedd a Phrofiadau Cysylltiedig â'r Byd Gwaith (3 – 16)		**Dyddiad:**	**Amser**
Gyrfa Cymru sy'n darparu'r hyfforddiant yma sydd wedi'i anelu at lywodraethwyr mewn ysgolion a lleoliadau cynradd ac uwchradd. Bydd yr hyfforddiant yn ymdrin â'r themâu allweddol canlynol: • *• Trosolwg o Addysg Gyrfaoedd a Phrofiadau sy'n Gysylltiedig â Byd Gwaith yn thema drawsbynciol yn y Cwricwlwm i Gymru.* • *• Dealltwriaeth o'r canllawiau statudol ar gyfer Addysg a Phrofiadau Byd Gwaith ar gyfer ysgolion a lleoliadau 3-16.* • *• Pam mae APhBG yn bwysig i ysgolion a lleoliadau.* • *• Sut y mae modd i lywodraethwyr gyfrannu at ddarpariaeth gyrfaoedd ysgolion neu leoliadau.* • *• Trosolwg o'r cymorth a'r adnoddau sydd ar gael gan Gyrfa Cymru.*			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mercher 12 Chwefror 2025	10.00am – 11.30am
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mawrth 18 Mawrth 2025	2:00pm– 3:30pm

Plant sy'n Derbyn Gofal		**Dyddiad:**	**Amser**
Trafod y goblygiadau i Blant sy'n Derbyn Gofal yng nghyd-destun addysg *Deall y cyd-destun ar gyfer Plant sy'n Derbyn Gofal yn Rhondda Cynon Taf.* *Trafod dyletswyddau a chyfrifoldebau gweithwyr proffesiynol perthnasol.* *Deall pwrpas Cynllun Addysg Personol (CAP)* *Rhannu canllawiau a pholisïau perthnasol*			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mercher 5 Chwefror 2025	10.00am – 11.30am
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mercher 19 Mawrth 2025	10.00am – 11.30am

Cwynion		**Dyddiad:**	**Amser**
Bydd y sesiwn yma'n rhoi arweiniad i lywodraethwyr ar sut i ddelio â chwynion yn effeithiol.			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Lun 17 Chwefror 2025	4.30pm – 5.30pm

Adnoddau Dynol - Disgyblu Staff		**Dyddiad:**	**Amser**
Bydd y rhaglen yma'n esbonio Polisïau Adnoddau Dynol i lywodraethwyr parthed Disgyblu, Rheoli Newid ac Absenoldeb yn sgil Salwch. Bydd yn canolbwyntio yn benodol ar rôl llywodraethwyr mewn perthynas â'r polisïau hyn.			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Gwener 14 Mawrth 2025	9.30am– 10.20am

Adnoddau Dynol – Rheoli Gostyngiad yn nifer y Staff		**Dyddiad:**	**Amser**
Bydd y rhaglen yma'n esbonio Polisïau Adnoddau Dynol i lywodraethwyr parthed Disgyblu, Rheoli Newid ac Absenoldeb yn sgil Salwch. Bydd yn canolbwyntio yn benodol ar rôl llywodraethwyr mewn perthynas â'r polisïau hyn.			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Gwener 14 Mawrth 2025	10:20am – 11:10am

Adnoddau Dynol – Salwch Staff		**Dyddiad:**	**Amser**
Bydd y rhaglen yma'n esbonio Polisïau Adnoddau Dynol i lywodraethwyr parthed Disgyblu, Rheoli Newid ac Absenoldeb yn sgil Salwch. Bydd yn canolbwyntio yn benodol ar rôl llywodraethwyr mewn perthynas â'r polisïau hyn.			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Gwener 14 Mawrth 2025	11:10am – 12:00pm

Trosolwg o Gynlluniau Ysgolion Iach - Rhwydwaith Cymru		**Dyddiad:**	**Amser**
Yn ystod y sesiwn hyfforddi yma, bydd carfan Cynlluniau Ysgolion Iach Cwm Taf Morgannwg yn: • *dangos sut mae'r Cynllun yn cefnogi'r agenda iechyd a lles mewn ysgolion* • *dangos sut mae'r Cynllun yn cefnogi ysgolion wrth roi'r fframwaith statudol ar waith wrth sefydlu Dull Ysgol Gyfan ar gyfer Llesiant Emosiynol a Meddyliol* • *rhoi cyngor ar sut mae hwyluso a chefnogi dull ysgol gyfan tuag at iechyd a lles* • *tynnu sylw at y ffyrdd mae'r Cynllun yn cefnogi ysgolion i nodi meysydd blaenoriaeth* • *trafod y bartneriaeth rhwng iechyd ac addysg* • *cyflwyno'r wybodaeth ddiweddaraf ynglŷn ag adnoddau, cyfleoedd hyfforddi a gwasanaethau lleol/cenedlaethol*			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Iau 13 Chwefror 2025	4:00pm – 5:30pm

Ymwybyddiaeth Iechyd a Diogelwch ar gyfer Llywodraethwyr	**Lleoliad**	**Dyddiad:**	**Amser**
Bydd y sesiwn yma'n cyflwyno cyd-destun cyfreithiol iechyd a diogelwch mewn ysgolion, ac mae'n archwilio rôl y Corff Llywodraethu. Bydd y cwrs hefyd yn trafod rhai o'r peryglon arwyddocaol mewn ysgolion, ac yn archwilio'r mesurau rheoli amrywiol. Bydd y sesiwn hefyd yn cynnig trosolwg o'r fframwaith ar gyfer rheolaeth ddiogel yn ysgolion ledled Rhondda Cynon Taf			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Mawrth 11 Mawrth 2025	4:00pm – 5:30pm

Gwahardd Disgyblion		**Dyddiad:**	**Amser**
Bydd y sesiynau yma'n trafod y canlynol: *Penderfynu gwahardd* *Y broses wahardd* *Cyfrifoldebau'r Pwyllgor Disgyblu a Gwahardd Disgyblion*			
Tymor y Gwanwyn 2025	Microsoft Teams	Dydd Iau 20 Chwefror 2025	4:00pm – 5:30pm

I gadw lle ar unrhyw gwrs uchod, e-bostiwch Adrien.Woodland-Norris@rctcbc.gov.uk neu ffoniwch 07385 086800.

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Governor Training Programme

Spring Term

2024-2025

Rhondda Cynon Taf

Foreword

Please see details of our virtual Governor Training events planned for the forthcoming term. Training will be undertaken virtually during the Spring term to ensure the safety and wellbeing of our governors. If you chose to book a place you will be provided with guidance on how to access the virtual training and support and advice will be available from Governor Support. We will continue to review how training can and will be delivered during the Spring term in preparation for the Summer term brochure.

In Rhondda Cynon Taf we aim to support and develop our governors to undertake their role effectively and efficiently. The courses included are aimed to assist and prepare you for the tasks you will have to undertake as a governor. I would therefore strongly encourage you to engage in as many of the training opportunities available to you as possible.

Governors are aware of the mandatory training requirements. All governors who are deemed to require any of the mandatory training have been notified of this by email/letter. There will be no face-face mandatory training this term but governors can complete on-line training. Please contact Adrien Woodland-Norris to access the mandatory on-line training – *Adrien.Woodland-Norris@rctcbc.gov.uk* or on *07385 086800.*

Where governors are members of certain committees, for example Performance Management, Complaints or Pupil Exclusions, it is recommended that these governors attend the relevant training. Link Governors are also encouraged to attend relevant training.

Governor Support **would strongly encourage governing bodies, or school clusters to switch their focus on governor training to specific topics or issues that are particularly relevant to them as an individual school, or group**. We are able to offer 'tailored' training courses to individual governing bodies, or to clusters, on any topic of your choice. For further information, please e-mail *Governor.Support@rctcbc.gov.uk*

Central South Consortium will provide Governor Training courses through the medium of Welsh, subject to demand.

There is a minimum attendance requirement for each course of 5 participants (10 for the Central South Consortium courses). We would also ask that you give us adequate notice if you are unable to attend any course you have booked on (at least 10 days), in order that we can determine whether it can proceed or not.

Thank you for the commitment you have shown in your role as a governor of a school in Rhondda Cynon Taf.

Gaynor Davies

Director of Education and Inclusion Services

Governor Training 2024 – 2025 – Spring Term

Attendance		**Date**	**Time**
This session will cover attendance data, school process, interface with AWS (statutory duties and legislation, registration practices and FPN's)			
Spring Term 2025	Microsoft Teams	Wednesday 19th March 2025	4:00pm – 5:30pm

Careers and Work-Related Experiences (3 – 16)		**Date**	**Time**
This training is delivered by Careers Wales and is aimed at governors in both primary and secondary schools & settings and will cover the following key themes: • *An overview of Careers & Work-Related Experiences (CWRE) as a cross-cutting theme in the Curriculum for Wales.* • *An understanding of the statutory guidance for CWRE for 3-16 schools & settings.* • *Why CWRE is important to schools & settings.* • *How governors can contribute to schools or settings careers provision.* • *An overview of the support and resources available from Careers Wales.*			
Spring Term 2025	Microsoft Teams	Wednesday 12th February 2025	10:00am – 11:30am
Spring Term 2025	Microsoft Teams	Tuesday 18th March 2025	2:00pm – 3:30pm

Children Looked After		**Date**	**Time**
To discuss the implications for Children Looked After (CLA) within education *To understand the context for CLA within RCT* *To discuss the roles and responsibilities of relevant professionals* *To understand the purpose of a Personal Education Plan (PEP)* *To share relevant guidance and polices*			
Spring Term 2025	Microsoft Teams	Wednesday 5th February 2025	10:00am – 11:30am
Spring Term 2025	Microsoft Teams	Wednesday 19th March 2025	10:00am – 11:30am

Complaints		**Date**	**Time**
This session will provide guidance for governors in dealing with complaints effectively.			
Spring Term 2025	Microsoft Teams	Monday 17th February 2025	4:30pm – 5:30pm

Human Resources - Staff Discipline		**Date**	**Time**
The programme will provide a briefing to governors on the HR Policies of Discipline, Managing Change and Sickness Absence with particular attention to the role of a Governor within these policies.			
Spring Term 2025	Microsoft Teams	Friday 14th March 2025	9:30am – 10:20am
Human Resources - Managing Staff Reduction		**Date**	**Time**
The programme will provide a briefing to governors on the HR Policies of Discipline, Managing Change and Sickness Absence with particular attention to the role of a Governor within these policies.			
Spring Term 2025	Microsoft Teams	Friday 14th March 2025	10:20am – 11:10am
Human Resources - Staff Sickness		**Date**	**Time**
The programme will provide a briefing to governors on the HR Policies of Discipline, Managing Change and Sickness Absence with particular attention to the role of a Governor within these policies.			
Spring Term 2025	Microsoft Teams	Friday 14th March 2025	11:10am – 12:00pm

Overview of the Welsh Network of Health and Well-being Promoting Schools (WNHWPS)		**Date**	**Time**
During this training session, the Cwm Taf Morgannwg Health and Well-being Promoting Schools Team will: • *demonstrate how the Scheme supports the health and well-being agenda in schools* • *demonstrate how the Scheme supports schools in implementing the statutory framework on Embedding a Whole School Approach to Emotional and Mental Well-being* • *provide advice on how to facilitate and support a whole school approach to health and well-being* • *highlight how the Scheme supports schools to identify priority areas* • *discuss the partnership between health and education* • *provide an update on current resources, training opportunities and local/ national services*			
Spring Term 2025	Microsoft Teams	Thursday 13th February 2025	4:00pm – 5:30pm

Health and Safety Awareness for Governors	**Venue**	**Date**	**Time**
This session will introduce the legal context of health and safety in schools, and examines the role of the Governing Body. The session will also highlight some of the significant hazards to be found in schools and explore the various control measures. The session will also provide an overview of the framework for managing safety in schools across Rhondda Cynon Taf			
Spring Term 2025	Microsoft Teams	Tuesday 11th March 2025	4:00pm – 5:30pm

Pupil Exclusions		**Date**	**Time**
This session will cover: *The decision to exclude* *The exclusion process* *The role of the Pupil Discipline & Exclusions Committee*			
Spring Term 2025	Microsoft Teams	Thursday 20th February 2025	4:00pm – 5:30pm

To book a place on any of the above courses, please email Adrien.Woodland-Norris@rctcbc.gov.uk or call 07385 086800.