



Harambe International

In Partnership with

Summit School of Leadership & Management (UK) Ltd

Effective Leadership in Educational Management



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MANAGING CHANGE ■ PRACTICAL SOLUTIONS

Overview

The Effective Leadership in Educational Management course is designed to prepare participants with the skills required to effectively manage their institutions, classrooms and to enhance student performance. Participants will also learn how to effectively lead and manage their institutions in line with international best practice and improve their school brand. The interactive sessions are aimed at systematically identifying leadership competencies and developing leadership skills. Furthermore, the course will help participants develop soft skills, including the ability to communicate and negotiate with others.

Who Should Attend?

Persons managing secondary, primary and nursery schools; policy makers, owners of schools, school heads, teachers, etc.

Duration

4/5 days

Course Content

Day 1 – Leadership & Management Skills

- + Leadership Styles
- + Leadership Theories
- + Leadership Vs Management
- + Team Development

Day 2 – Leadership & Management Skills (contd)

- + Performance Management
- + Situational Leadership
- + Motivational Skills

- + Branding: Making your Institution Count
 - + Branding in Private/Independent Schools
 - + Communication & Marketing
 - + Customers & Audience

Day 3 – School/Class Management

- + Office Administration
 - + Computer Skills/Presentation
 - + Event, Meeting & Conference Planning
- + Classroom Management
- + Behaviour Management

Day 4 – Safe Guarding Skills – International Best Practice

- + Safeguarding/Child Protection
- + Individual Responsibility
- + Institution Corporate Responsibility
- + Child Abuse
- + Managing Individuals who pose a risk of harm to children

Day 5 – Visits/Tour

- ✚ Visit to Independent School (only during term times) OR
- ✚ City Tour

Course Fees

£1,000 or ~~£425,000~~ per delegate (fees include course fees, course material, accommodation (self-catering apartment) and breakfast/lunch)

Course Dates

20 – 24 August 2018

Course Venue

The Point,
1st Floor, 602 Midsummer Blvd,
Milton Keynes,
MK9 3NB.

WHAT ARE THE BENEFITS?

- ✚ The course will equip participants with the skills that gives real commercial edge and increase ones leadership and management skills towards better productive and creating an excellent learning environment.
- ✚ The course will help delegates implement a secure, consistent, well-proven approach to managing schools in line with international best practice.
- ✚ Experienced instructors: learning is via interactive classroom sessions conducted by highly qualified and experienced facilitators.

ENROLLMENT & CANCELLATIONS

A minimum of 15 delegates are required for the course to take place. If less than 15 delegates apply, the course will be cancelled and delegates refunded their full course fee.

Payment

The application form should be submitted to Harambe International or email to Summit School of Leadership & Management (UK) Ltd. Payments will be done by electronic transfer to Tech-Summit Global (Nig) Ltd account. Details of the account can be obtained from Harambe International. A letter of payment acknowledgement will be sent to delegate immediately payment is received.

Documentation

Summit School of Leadership and Management (UK) Ltd will send letter confirming registration of course, joining instruction, accommodation booking, etc to delegate to assist them with UK visa application immediately delegate register and make payment.

Cancellations

If the course is cancelled due to insufficient number of delegates, all delegates will be refunded 100%. All cancellations of registration must be made in writing. Regrettably, no refund will be made for cancellation made up to 4 weeks before the start of the course, although substitution is allowed.

Certification

A Certificate of Participation will be issued **only** to participants who successfully complete all aspects of the course including the group exercise.

Please complete this form immediately and email back to info@summitschool.org.uk

Please write in **BLOCK CAPITALS**

Delegate's details

First Name(s): _____

Surname: _____

Date of Birth: _____

E-mail : _____

Mobile Telephone: _____

Home/Office Telephone: _____

Nationality: _____

Gender: Male / Female: _____

Corresponding Address:

REGISTER NOW!

Course Fee per Delegate:-
£850 or N425,000 for 4 days programme

(Fee includes airport pick-up, documentation, accommodation, refreshments/lunch, transportation & tour)

MODE OF PAYMENT :

Tick your preferred method of payment

Debit Card

Bank/Electronic Transfer

Invoice

INFORMATION

For further information please contact us:
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