



NTLEC is pleased to be working in partnership with Liz Keable BSc (Hons), PGCE, MSET and MInstLM Training Consultant and Personal Development Trainer.



Inspiring Success with Courses that Raise Confidence and Self-Esteem

## Cover Supervisor

**For anyone wishing to gain the skills required to take over a class**

### Course Outline:

- Having the confidence to take over
- Creating a positive presence in the classroom
- Setting clear expectations for learning and behaviour
- Managing a class of individuals effectively
- Meeting challenges with calm authority
- A small task will be set for you to complete at your workplace which you will be able to discuss at the last session

On completion of the course you will receive a certificate of attendance highlighting the skills and attributes covered on the two day course.

**When:** Wednesday 19 September 2018 and Wednesday 3 October 2018

**Time:** 1pm-3.30pm

**Where:** Management Suite, Thorpe St Andrew School and Sixth Form

**Cost:** £80 per person to include both sessions

Refreshments will be provided

To book your place please email [ntlec@thorpe-st-andrew.norfolk.sch.uk](mailto:ntlec@thorpe-st-andrew.norfolk.sch.uk) or call Lisa Clark on 01603 497783

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