



# CONTINUING PROFESSIONAL DEVELOPMENT & FORMATION HANDBOOK

2025 - 2026  
VERSION 1





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# WELCOME



## PETER GIORGIO

DIRECTOR OF EDUCATION

Welcome to version 1 of the Nottingham Roman Catholic Diocesan Education Service (NRCDES) *Continuing Professional Development and Formation Handbook* for the academic year 2025/26. This booklet lists training opportunities for the Advent, Lent and Pentecost terms.

A very special welcome to our Early Career Teachers (ECTs). I hope that you will find some of the training sessions offered here helpful in addition to our diocesan supplement to the Early Career Framework.

For the academic year 2025/26, we shall continue to offer our schools a range of on-line training opportunities, as well as a number of in-person meetings, as appropriate to the topic and nature of the sessions.

Once again, we are offering a menu of 1 hour on-line staff meetings, so that we can support your whole staff training programmes. Individuals may also book onto these meetings.

In addition to this *Continuing Professional Development and Formation Handbook*, we have devised separate course booklets which set out our formation and development programmes for our Early Career Framework, lay chaplains and local governors. Please consult these documents for further details.

We continue to use our online booking system 'BookWhen' for all NRCDES events. Please visit [www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes) and follow the instructions on-screen to reserve your place at any of our events. **Please note** that you will also need to retain joining details, as these will not automatically save in your digital calendar.

With my thanks for your commitment and dedication to Catholic education in the Diocese of Nottingham.



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## SCHOOL LEADERS

### DIARY DATES

#### HEADTEACHERS' CONFERENCE

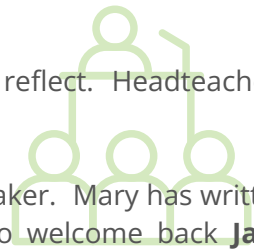
**Thursday 9 & Friday 10 October 2025**

Join us for our Annual Diocesan Conference, a two day event to network, learn and reflect. Headteachers or anyone from your leadership team is welcome.

Our keynote speaker this year is **Mary Myatt**, an education adviser, writer and speaker. Mary has written extensively about leadership, school improvement and the curriculum. We also welcome back **Jane Starbuck**, a specialist in SEND, who, through popular request, is returning again to this year's conference.

**Venue:** Eastwood Hall, Eastwood, NG16 3SS

[For booking information  
click here](#)



#### HEADTEACHERS' RETREAT

**Thursday 5 & Friday 6 February 2026**

Our annual Headteachers' Retreat is open to both primary and secondary colleagues. We are delighted that Fleur Dorrell will be leading our retreat. Fleur is the manager for the Biblical Apostolate and Faith & Formation for the Catholic Bishops' Conference of England & Wales.

**Venue:** Belton Woods Hotel, Grantham, NG32 2LN



#### BISHOP'S DAY CONFERENCE FOR SCHOOLS 2026

**TBC**

Further information will be shared in the weekly *Email Bulletin for Schools* which is circulated each Wednesday in term time.





# SCHOOL LEADERS

## NEW HEADTEACHERS

### DIOCESAN INDUCTION FOR NEW HEADTEACHERS

**Attendance at this event is by invitation only.**

**Venue:** The Diocesan Centre, Mackworth and Virtual (where stated)

We look forward to working with our new headteachers across the academic year. Our sessions will provide an overview and context for.

- Catholic leadership
- The background of Catholic education
- Being a faith leader
- Human resources in a Catholic school
- Working with the local governing body

Our sessions will also provide opportunities for shaping the agenda for discussion as well as making time for all-important networking with colleagues.

Bespoke topics will be included to suit the group during the year. Additionally, personalised support is offered to new headteachers through regular 1-1 MS teams meetings.

#### Dates and Times:

Day 1	Wednesday 17 September 2025	10:00 - 15:00
Day 2	Wednesday 12 November 2025	10:00 - 15:00
Day 3	Tuesday 20 January 2026	10:00 - 15:00
Day 4	Wednesday 22 April 2026	10:00 - 12:00
Day 5	Tuesday 9 June 2026	10:00 - 15:00

**Target Audience:** New Headteachers - by invitation only

**Cost:** No Charge

**Course Leader(s):** Peter Giorgio/Fionuala Boucher with input from other key members from our diocesan CMAT teams.





# SCHOOL LEADERS

## PRIMARY HEADTEACHERS, SENIOR LEADERS AND LAY CHAPLAINS

### PASTORAL ACCOMPANIMENT IN PRIMARY SCHOOLS

**Venue:** The Diocesan Centre, Mackworth

Following the publication of Bishop Patrick McKinney's document, *'Precious in my Sight'*, the Nottingham Roman Catholic Diocesan Education Service is pleased to offer a 1 day conference on Pastoral Accompaniment in primary schools.

#### Danny Curtin - an introduction

Danny is as a facilitator and coach, working alongside Church organisations and charities working in community, disability, UK poverty, youth social exclusion and international development. He has worked in the Church and voluntary sector since he was knee high. He learned about accompaniment from a young age, growing up on the grounds of a Leonard Cheshire Home for people with physical disabilities. He was surrounded by an environment of equality, empowerment and dedication to genuine human dignity.

Danny has been very involved in Catholic social justice for over 20 years. He served as National President of the Young Christian Workers (YCW) in England and Wales from 2005-2010, and has worked with the international YCW team, training young leaders and adults to accompany young people throughout the world. Danny co-authored the parish renewal and formation programme 'Love in Action' and is founder of the Catholic charity Million Minutes.

For five years Danny was part-time Executive Director of Books Beyond Words, a fast growing social enterprise providing resources and training to empower people with learning disabilities. He is also author of several youth resources and is former Chair of Trustees of the Association of Chairs.



#### Dates and Times:

Tuesday 18 November 2025

09:30 - 15:30

<b>Target Audience:</b>	Primary Headteachers
<b>Cost:</b>	£15 (includes a light lunch)
<b>Course Leader(s):</b>	Danny Curtin, Peter Giorgio & Fionuala Boucher



# SCHOOL LEADERS

## SECONDARY HEADTEACHERS, SENIOR LEADERS AND LAY CHAPLAINS

### CERTIFICATE IN PASTORAL ACCOMPANIMENT (SCHOOLS)

**Venue:** The Diocesan Centre, Mackworth

Following the publication of Bishop Patrick McKinney's document, *'Precious in my Sight'*, the Nottingham Roman Catholic Diocesan Education Service is pleased to announce the launch of **Cohort 2** for the Certificate in Pastoral Accompaniment (Schools). The course will be delivered over 2 days at the Diocesan Centre, Mackworth.

#### Danny Curtin - an introduction

Danny is as a facilitator and coach, working alongside Church organisations and charities working in community, disability, UK poverty, youth social exclusion and international development. He has worked in the Church and voluntary sector since he was knee high. He learned about accompaniment from a young age, growing up on the grounds of a Leonard Cheshire Home for people with physical disabilities. He was surrounded by an environment of equality, empowerment and dedication to genuine human dignity.

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For five years Danny was part-time Executive Director of Books Beyond Words, a fast growing social enterprise providing resources and training to empower people with learning disabilities. He is also author of several youth resources and is former Chair of Trustees of the Association of Chairs.



#### Dates and Times:

Tuesday 24 March 2026 09:30 - 15:30

Wednesday 6 May 2026 09:30 - 15:30

**Target Audience:** Secondary Headteachers, Senior Leaders and Lay Chaplains

**Cost:** £30 for both sessions (includes a light lunch)

**Course Leader(s):** Danny Curtin, Peter Giorgio & Fionuala Boucher

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# SCHOOL LEADERS

## NEW DEPUTY HEADTEACHERS

### ADVENT TERM: DAY CONFERENCE FOR NEW DEPUTY HEADTEACHERS

**Venue:** The Diocesan Centre, Mackworth, DE22 4BD

*This conference is for those who are new to their position of deputy headteacher.*

We recognise that our deputy headteachers take on an increasingly multi-faceted role. However, one of the most important aspects for a deputy headteacher within our diocese is that of a 'faith leader', supporting the headteacher with the Catholic life and mission of the school. This conference will seek to provide our newest deputy headteachers, and those acting in this position, with support in understanding their remit. It will also include information about the work of the diocese, opportunities for professional and spiritual development, and guidance about applying for a headteacher role within our diocese. We shall also include some time for deputies to get to know colleagues from other schools and Catholic Multi-Academy Trusts.

**This is a repeated course, which established deputy headteachers do not need to attend.**

#### Dates and Times:

#### ADVENT TERM

Tuesday 7 October 2025

10:00 - 15:00

<b>Target Audience:</b>	New Deputy Headteachers
<b>Cost:</b>	No Charge
<b>Course Leader(s):</b>	Peter Giorgio & Fionuala Boucher



# SCHOOL LEADERS

## DEPUTY HEADTEACHERS

### PENTECOST TERM: DAY RETREAT FOR ALL DEPUTY HEADTEACHERS

**Venue:** The Diocesan Centre, Mackworth, DE22 4BD

*I will give you shepherds after my own heart, who will feed you with knowledge and understanding.*

*Jeremiah 3:15*

As faith leaders within our Catholic schools, it is vital that we provide you with the opportunity to pause, come away from your schools and take time to reflect together with colleagues. As people who 'feed and water' others, you all need time, in turn, to be 'fed and watered'.

We are delighted, therefore, to invite all our deputy headteachers to come together as a group, of both new and experienced colleagues, for a bespoke conference. We aim to hold this conference day annually.

We will pray, listen to others, reflect on our roles and responsibilities and consider our professional and spiritual needs for the future. There will also be opportunities for linking and networking.

#### Dates and Times:

#### PENTECOST TERM

Wednesday 24 June 2026

10:00 - 15:00

<b>Target Audience:</b>	Deputy Headteachers
<b>Cost:</b>	£15 (includes a light lunch)
<b>Course Leader(s):</b>	Peter Giorgio & Fionuala Boucher



# SCHOOL LEADERS

## RELATIONSHIPS, SEX AND HEALTH EDUCATION

### UNDERSTANDING 'PROTECTED CHARACTERISTICS' IN A CATHOLIC SCHOOL

**Venue:** Virtual

In this session we will explore the term 'protected characteristics' and share ideas and good practice. We will cover:

- What does the law say about 'protected characteristics'?
- What does the Church teach?
- Advice and resources

#### Dates and Times:

Wednesday 19 November 2025

10:15 - 12:15

**Target Audience:** Primary and Secondary Leaders (All CMATs)

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher



# SCHOOL LEADERS

## CATHOLIC SCHOOLS INSPECTORATE

### A BRIEFING FOR SCHOOLS IN THE 2025-2026 WINDOW



**Venue:** Virtual

Headteachers, school leaders, chaplains and lay chaplains, and governors are invited to this briefing session, which is offered specifically to those in the CSI 'window' for inspection during 2025-26. A revised CSI handbook will be in place from September 2025, so it will be important for us to highlight any changes and updates to this group of colleagues. We will touch on the submission of school self-evaluation, talk about what to expect from the initial phone call and subsequent visit, and share what you need to know about the reporting process.

## ALL CMATS

### Dates and Times:

Tuesday 16 September 2025

10:15 - 12:15

**Target Audience:** Headteachers, Senior Leaders, RE Subject Leaders and Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher

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# SCHOOL LEADERS

## CATHOLIC SCHOOLS INSPECTORATE

### AFTER INSPECTION - WHAT NEXT?



**Venue:** Virtual

Congratulations on navigating through the Catholic Schools Inspection process! You now have your CSI report and some identified areas for development. What should you do next?

This session aims to support school leaders in building upon success and considering development points in relation to Catholic Life and Mission, Religious Education and Collective Worship.

### ALL CMATS

#### Dates and Times:

Monday 26 January 2026

10:15 - 12:15

**Target Audience:** Headteachers, Senior Leaders, RE Subject Leaders and Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher

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# SCHOOL LEADERS

## CATHOLIC SCHOOLS INSPECTORATE

### CATHOLIC SCHOOLS INSPECTION - WRITING YOUR CATHOLIC SCHOOL EVALUATION DOCUMENT (CSED)



**Venue:** Virtual

This training session takes attendees through the format of the CSED and considers what needs to be included and where this information should be noted. This session was also available on a number of occasions last academic year, but is not due to be repeated this academic year. Please attend this session, whether you are expecting a CSI inspection this academic year, or not. We will:

- Familiarise ourselves with the CSED format
- Consider what the document is for
- Decide what is good evidence for each section
- Explore the grade descriptors
- Understand how to produce a useful CSED prior to inspection

#### Dates and Times:

Tuesday 16 September 2025

13:45 - 15:45

**Target Audience:** Headteachers, Senior Leaders and Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher

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# SCHOOL LEADERS

## CATHOLIC SCHOOLS INSPECTORATE

### SO YOU'RE THINKING ABOUT BECOMING A CSI INSPECTOR?



**Venue:** Virtual

This information session is designed to inform attendees all about the route to becoming a Catholic Schools Inspector. There is a strict eligibility criteria for this role, which includes (amongst others) being a practising Catholic; obtaining a positive faith reference; having the skills, knowledge and credibility to undertake inspection duties.

We are not scheduling a recruitment round in the near future to appoint additional inspectors - however, this session will be helpful to those interested in looking further into the role in readiness for the next opportunity to apply.

## ALL CMATS

### Dates and Times:

Monday 24 November 2025

10:15 - 12:15

**Target Audience:** Headteachers, Senior Leaders, RE Subject Leaders and Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher

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# SCHOOL LEADERS

## STAFF TRAINING PACKAGES

**Venue:** 1 hour sessions - Virtual

Why not book an NRCDES training session for your staff/team?

We can offer a one-hour staff meeting on any of the following topics, to be delivered either in person in your staff room (subject to availability) or online in the following virtual sessions, which we will offer across the academic year.

The following sessions are suitable for and highly relevant to both primary and secondary school staff teams. These sessions also build throughout the year to give teachers new to a Catholic school the knowledge and confidence they need to thrive in their work within a Catholic school.

### Dates and Times:

#### WHAT IS CATHOLIC SCHOOLS INSPECTION (CSI)?

Tuesday 16 September 2025 15:45 - 16:45

#### WHAT IS CATHOLIC LIFE AND MISSION?

Monday 6 October 2025 15:45 - 16:45

#### WHAT IS PRAYER AND LITURGY?

Monday 24 November 2025 15:45 - 16:45

#### WHAT IS CATHOLIC SOCIAL TEACHING (CST)?

Monday 9 February 2026 15:45 - 16:45

#### WHAT IS A CATHOLIC CURRICULUM?

Thursday 2 April 2026 15:45 - 16:45

#### AN ON-LINE RETREAT FOR STAFF

Monday 18 May 2026 15:45 - 16:45

**Target Audience:** Headteachers, Teachers, Governors, Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher



# SCHOOL LEADERS

## SENIOR LEADERS

### APPEALS - PRESENTING OFFICER TRAINING

**Venue:** Virtual

The likelihood is that, at some stage, your school is going to have to respond to an admission appeal. This is your opportunity to find out all about what will happen and what you need to do in order to prepare for it.

- The school case - do's and don'ts
- Timetable - what needs to be done, by when and why
- Types of appeals and the differences
- The hearing itself, the procedure, addressing people
- Questions you should be prepared for and what questions you should be prepared to ask
- Summing-up

#### Dates and Times:

##### PRIMARY

Monday 19 January 2026 10:30 - 12:00

##### SECONDARY

Tuesday 20 January 2026 13:30 - 15:00

**Target Audience:** Primary/Secondary Headteachers, Senior Leaders

**Cost:** No Charge

**Course Leader(s):** Anna Zimand



# SCHOOL LEADERS

## SENIOR LEADERS

### ADMISSIONS.....WHAT YOU SHOULD KNOW

**Venue:** Virtual

A stroll through an admissions policy and the admissions ranking process! Ideal for all those new to admissions or requiring a refresher.

The aim of the session is to equip you with an understanding of school admissions so that the process in your school is:

- Well managed
- Problem free (as far as is possible)
- Reliable
- Consistent and fair

#### Dates and Times:

Monday 15 September 2025

10:00 - 12:00

**Target Audience:** Primary/Secondary Headteachers, Office Staff, Governors

**Cost:** No Charge

**Course Leader(s):** Sarah Hand



# OFFICE STAFF

## OFFICE STAFF

### APPEALS - OFFICE STAFF TRAINING

**Venue:** Virtual

The session will outline the 'back-up' administrative work that has to be carried out in regard to appeals for school places.

- A short course to help you understand what needs to be done and when, both for the annual round and in year appeals
- Why timetables are important
- What information you need to get and why

#### Dates and Times:

Friday 16 January 2026

11:00 - 12:00

<b>Target Audience:</b>	Office Staff
<b>Cost:</b>	No Charge
<b>Course Leader(s):</b>	Anna Zimand



# EARLY CAREER FRAMEWORK

## EARLY CAREER TEACHERS

**Venue:** The Diocesan Centre

This course is specifically for primary and secondary teachers who are in their first 2 years of teaching - though other teachers are welcome to join us. These sessions support teachers early in their careers by outlining what is different about working in a Catholic school. We will think about the background to Catholic education and why the Church established schools; we will go on to explore why and how we pray in our school communities; we will think about how our Catholic faith permeates the school ethos and curriculum, shaping all aspects of school life. We will cover:

Ethos & Mission  
Prayer & Worship  
Catholic Curriculum  
RSHE in a Catholic School  
Retreat

ECT Mentors are welcome to join us.

**\*\*Drinks will be provided. Please bring lunch with you.**

### CONFERENCE

Thursday 11 September 2025 09:30 - 15:30

### CONFERENCE (Repeated Session)

Tuesday 9 December 2025 09:30 - 15:30

The poster is for a conference titled 'SUPPLEMENT TO THE EARLY CAREER FRAMEWORK' organized by the 'Nottingham Roman Catholic Diocesan Education Service'. It features the diocese's crest and two photographs: one of a teacher interacting with young children, and another of a teacher and a young man sitting at a table. A green box lists the topics: 'Ethos & Mission', 'Prayer & Worship', 'Catholic Curriculum', 'RSHE\* in a Catholic School', and 'Retreat'. Below this, it states '\*Relationships, Sex and Health Education'. A section titled 'ABOUT THE CONFERENCE' explains that the event is for primary and secondary teachers in their first two years, covering the background of Catholic education, school communities, and the faith's influence on school life. It notes that Bishop Patrick expects all ECTs to be released from school to attend. ECT Mentors are also welcome. The event is on Thursday 11 September 2025, from 09:30 to 15:30, at The Diocesan Centre, DE22 4BD. A reminder to bring lunch is included. A 'SCAN ME TO BOOK' button and a QR code are at the bottom.

**Target Audience:** New and existing ECTs; other teachers who wish to join one or all of the sessions

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher

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# CATHOLIC LIFE AND MISSION

## CATHOLIC FOUNDATION STONES

**Venue:** Virtual

Exploring the basics of the Faith.

The programme, 'Catholic Foundation Stones' is a basic introduction to the Catholic faith. It is free of charge and open to all staff, directors and local governors in our schools, for example:

- Colleagues from all faith backgrounds or none who are interested in learning something about the Catholic faith;
- Colleagues who wish to deepen their knowledge of the Catholic faith;
- Colleagues who are returning to the practice of their faith;
- Colleagues who may be interested in becoming Catholics.

Catholic Foundation Stones is structured around the four pillars of the *Catechism of the Catholic Church*:

- The faith we profess (the Creed – a statement of what we believe);
- The faith we celebrate (the Sacraments);
- The faith we live (the moral life);
- The faith we pray (prayer and the spiritual life).

The programme comprises twelve sessions in total which will be delivered throughout the academic year (four sessions per term). Sessions will last for one hour; they will be delivered informally and will include some input, time for reflection and prayer and opportunities to engage in discussion. Nobody will be tested or 'made' to contribute! (You will be able to join at any point during the year).

Session titles are as follows:

- Session 1 Introducing the Catholic Faith
- Session 2 God's Revelation and God the Father and Creator
- Session 3 God the Son: Jesus Christ
- Session 4 God the Holy Spirit; Mary and the Saints
- Session 5 The Church
- Session 6 Liturgy; the Liturgical Year and the Sacraments
- Session 7 The Sacraments of Baptism and Confirmation
- Session 8 The Sacrament of the Eucharist
- Session 9 The Sacraments of Reconciliation and Anointing of the Sick
- Session 10 The Sacraments of Marriage and Ordination
- Session 11 Living a Christian Life
- Session 12 Prayer



# CATHOLIC LIFE AND MISSION

## CATHOLIC FOUNDATION STONES

**Venue:** Virtual

### Dates and Times:

Session 1	Tuesday 16 September 2025	16:00 - 17:00
Session 2	Tuesday 7 October 2025	16:00 - 17:00
Session 3	Tuesday 11 November 2025	16:00 - 17:00
Session 4	Tuesday 2 December 2025	16:00 - 17:00
Session 5	Tuesday 27 January 2026	16:00 - 17:00
Session 6	Tuesday 10 February 2026	16:00 - 17:00
Session 7	Tuesday 17 March 2026	16:00 - 17:00
Session 8	Tuesday 28 April 2026	16:00 - 17:00
Session 9	Tuesday 5 May 2026	16:00 - 17:00
Session 10	Tuesday 19 May 2026	16:00 - 17:00
Session 11	Tuesday 9 June 2026	16:00 - 17:00
Session 12	Tuesday 30 June 2026	16:00 - 17:00

**Target Audience:** All Staff (All CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn

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# PRIMARY SCHOOL LEADERS

## PRIMARY HEADTEACHERS, SENIOR LEADERS AND LAY CHAPLAINS

### PASTORAL ACCOMPANIMENT IN PRIMARY SCHOOLS

**Venue:** The Diocesan Centre, Mackworth

Following the publication of Bishop Patrick McKinney's document, *'Precious in my Sight'*, the Nottingham Roman Catholic Diocesan Education Service is pleased to offer a 1 day conference on Pastoral Accompaniment in primary schools.

#### Danny Curtin - an introduction

Danny is as a facilitator and coach, working alongside Church organisations and charities working in community, disability, UK poverty, youth social exclusion and international development. He has worked in the Church and voluntary sector since he was knee high. He learned about accompaniment from a young age, growing up on the grounds of a Leonard Cheshire Home for people with physical disabilities. He was surrounded by an environment of equality, empowerment and dedication to genuine human dignity.

Danny has been very involved in Catholic social justice for over 20 years. He served as National President of the Young Christian Workers (YCW) in England and Wales from 2005-2010, and has worked with the international YCW team, training young leaders and adults to accompany young people throughout the world. Danny co-authored the parish renewal and formation programme 'Love in Action' and is founder of the Catholic charity Million Minutes.

For five years Danny was part-time Executive Director of Books Beyond Words, a fast growing social enterprise providing resources and training to empower people with learning disabilities. He is also author of several youth resources and is former Chair of Trustees of the Association of Chairs.



#### Dates and Times:

Tuesday 18 November 2025

09:30 - 15:30

**Target Audience:** Primary Headteachers, Senior Leaders, Lay Chaplains

**Cost:** £15 (includes a light lunch)

**Course Leader(s):** Danny Curtin, Peter Giorgio & Fionuala Boucher

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# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS & TEACHERS

### THE BISHOP'S CERTIFICATE FOR TEACHERS

**Venue:** The Diocesan Centre, Mackworth and Virtual (where stated)

The Bishop's Certificate for Teachers (BCT) is a foundation course for teachers. The purpose of the BCT is to provide primary school teachers in Catholic schools within our diocese the opportunity to explore and understand the core theological principles of the Catholic faith in order to assist with, and complement the delivery of the religious education curriculum. The new Religious Education Directory (RED) comes into force from September 2025 in secondary schools and from September 2026 in primary schools: this sets out the model curriculum and expectations for teaching and learning, so school staff need to be acutely aware of the theology which underpins the RED.

Subsequently, as well as providing an insight into aspects of the Catholic faith, this foundation course aims to: increase the knowledge and understanding of the theological background to 6 branches within the RED; increase staff confidence with regards to the delivery of RE in the classroom; develop a creative approach to RE provision; and provide an encouraging learning environment where questions can be asked and faith explored.

**Target Audience:** Primary Teachers (All CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS & TEACHERS

### THE BISHOP'S CERTIFICATE FOR TEACHERS

**Venue:** The Diocesan Centre, Mackworth and Virtual (where stated)

#### DAY 1

Introduction to the Bishop's Certificate for Teachers  
Scripture - The Old Testament  
Scripture - The New Testament

Date: Tuesday 14 October 2025  
Time: 09:30 - 12:30  
Venue: Virtual

#### DAY 2

Sacraments - Baptism and Confirmation  
Sacraments - The Eucharist

Date: Tuesday 4 November 2025  
Time: 09:30 - 12:30  
Venue: Virtual

#### DAY 3

The Kingdom of God - Who is Jesus?  
The Kingdom of God - What is the Church?

Date: Tuesday 20 January 2026  
Time: 09:30 - 12:30  
Venue: Virtual

#### DAY 4

Living the Faith - Christian Morality  
Living the Faith - The Catholic Church and other religions

Date: Tuesday 17 March 2026  
Time: 09:30 - 12:30  
Venue: Virtual

#### DAY 5

Prayer 1 - Liturgy and Collective Worship  
Prayer 2 - Spirituality

Date: Tuesday 23 June 2026  
Time: 09:30 - 12:30  
Venue: Virtual

#### DAY 6

Concluding Session  
Certificates Awarded

Date: Monday 6 July 2026  
Time: 09:30 - 15:00  
Venue: The Diocesan Centre, Mackworth



# PRIMARY RELIGIOUS EDUCATION

## TEACHING ASSISTANTS

### SUPPORT FOR TEACHING ASSISTANTS

**Venue:** Virtual

Six training sessions have been developed to support our wonderful Teaching Assistants.

These are designed with a view to providing further insight to, and knowledge of, the Catholic faith with specific reference to working within a Catholic school. We will further explore resources and strategies in relation to Religious Education, Collective Worship and RSHE within a Catholic school setting.

Within each session, time will be assigned to addressing any individual queries or questions.

#### SESSION 1

##### Working in a Catholic School

- A brief history of Catholic education
- Catholic Life within school
- Prayer and Worship
- Religious Education
- The Liturgical Year
- Exploration of key vocabulary

Thursday 9 October 2025

15:30 - 16:30

#### SESSION 2

##### Supporting effective delivery of Religious Education

- An exploration of the diocesan End of Year Expectations Document
- An overview of the approaches to teaching Religious Education
- Strategies with regards to pupil discussion and questioning
- Additional resources and strategies

Thursday 27 November 2025

15:30 - 16:30

#### SESSION 3

##### Planning and delivering an effective RE lesson

- Exploring lesson structure
- Effective use of questioning
- Creative approaches within lesson activities
- Providing challenge and support
- Exploration of approaches across both Key Stages

Thursday 8 January 2026

15:30 - 16:30



# PRIMARY RELIGIOUS EDUCATION

## TEACHING ASSISTANTS

### SUPPORT FOR TEACHING ASSISTANTS

**Venue:** Virtual

#### SESSION 4

##### Collective Worship - Prayer and Liturgy

- What is Collective Worship?
- Exploring the structure of celebrations of the word
- Discovering more about the Mass
- Creative approaches to prayer and liturgy
- Additional resources and strategies

Thursday 12 February 2026

15:30 - 16:30

#### SESSION 5

##### The seven Sacraments / further Church teaching

- A brief overview of each of the 7 Sacraments
- Exploring inside a Catholic church
- The meaning of various actions, signs and symbols linked to the sacraments
- Any further queries or questions regarding key vocabulary, actions, signs and symbols

Thursday 19 March 2026

15:30 - 16:30

#### SESSION 6

##### RSHE within a Catholic primary school

- A brief exploration of Church teaching
- An overview of provision across both Key Stages
- Dealing with sensitive issues
- Further questions and discussions

Thursday 7 May 2026

15:30 - 16:30

**Target Audience:** Teaching Assistants (ALL CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn

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# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS - OUR LADY OF LOURDES CMAT (NOTTS)

**Venue:** Sacred Heart Parish Centre, Carlton

An opportunity to meet on a termly basis to discuss current developments and initiatives, at both a diocesan and national level. We will cover:

- Updates for primary RE subject leaders at both a diocesan and national level
- Exploration of, and discussion regarding, effective monitoring and evaluation of Catholic Life and Mission, Religious Education and Collective Worship
- Sharing of recent resources and initiatives which further enrich provision
- Additional materials which serve to assist RE subject leaders in the implementation of their role

#### Dates and Times:

##### ADVENT TERM

Friday 3 October 2025 09:30 - 15:00

##### LENT TERM

Thursday 5 March 2026 09:30 - 15:00

##### PENTECOST TERM

Wednesday 24 June 2026 09:30 - 15:00

**Target Audience:** RE Subject Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS - OUR LADY OF LOURDES CMAT (LINCS)

**Venue:** Our Lady of Lincoln Catholic Voluntary Academy, Lincoln

An opportunity to meet on a termly basis to discuss current developments and initiatives, at both a diocesan and national level. We will cover:

- Updates for primary RE subject leaders at both a diocesan and national level
- Exploration of, and discussion regarding, effective monitoring and evaluation of Catholic Life and Mission, Religious Education and Collective Worship
- Sharing of recent resources and initiatives which further enrich provision
- Additional materials which serve to assist RE subject leaders in the implementation of their role

#### Dates and Times:

##### ADVENT TERM

Thursday 2 October 2025 09:30 - 15:00

##### LENT TERM

Friday 13 March 2026 09:30 - 15:00

##### PENTECOST TERM

Monday 22 June 2026 09:30 - 15:00

**Target Audience:** RE Subject Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS - ST RALPH SHERWIN CMAT

**Venue:** The Diocesan Centre, Mackworth

An opportunity to meet on a termly basis to discuss current developments and initiatives, at both a diocesan and national level. We will cover:

- Updates for primary RE subject leaders at both a diocesan and national level
- Exploration of, and discussion regarding, effective monitoring and evaluation of Catholic Life and Mission, Religious Education and Collective Worship
- Sharing of recent resources and initiatives which further enrich provision
- Additional materials which serve to assist RE subject leaders in the implementation of their role

#### Dates and Times:

##### ADVENT TERM

Tuesday 7 October 2025 09:30 - 15:00

##### LENT TERM

Friday 6 March 2026 09:30 - 15:00

##### PENTECOST TERM

Friday 26 June 2026 09:30 - 15:00

**Target Audience:** RE Subject Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn





# PRIMARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### RE SUBJECT LEADER MEETINGS - ST THOMAS AQUINAS CMAT

**Venue:** The Arc, Holy Cross Catholic Voluntary Academy, Leicester

An opportunity to meet on a termly basis to discuss current developments and initiatives, at both a diocesan and national level. We will cover:

- Updates for primary RE subject leaders at both a diocesan and national level
- Exploration of, and discussion regarding, effective monitoring and evaluation of Catholic Life and Mission, Religious Education and Collective Worship
- Sharing of recent resources and initiatives which further enrich provision
- Additional materials which serve to assist RE subject leaders in the implementation of their role

#### Dates and Times:

##### ADVENT TERM

Friday 7 November 2025 09:30 - 15:00

##### LENT TERM

Monday 9 March 2026 09:30 - 15:00

##### PENTECOST TERM

Tuesday 9 June 2026 09:30 - 15:00

**Target Audience:** RE Subject Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION DIRECTORY

### STANDARDS AND EXPECTATIONS IN THE RELIGIOUS EDUCATION DIRECTORY

**Venue:** Virtual

As we move towards the full implementation of the new RED in primary schools from September 2026, this session will enable colleagues to 'get to grips' with standards and expectations in the revised curriculum for religious education, including consideration of how we will monitor and evaluate pupil outcomes.

This session will be repeated each term, though the relevant branches will be explored as appropriate to the liturgical year.

#### Dates and Times:

##### ADVENT TERM

Monday 6 October 2025	10:15 - 12:15
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##### LENT TERM - REPEATED SESSION

Tuesday 3 February 2025	10:15 - 12:15
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##### PENTECOST TERM - REPEATED SESSION

Wednesday 10 June 2026	10:15 - 12:15
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**Target Audience:** Headteachers, Deputy Headteachers, RE Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION DIRECTORY

### WORLD FAITHS AND THE RELIGIOUS EDUCATION DIRECTORY

**Venue:** Virtual

In order to implement the new RED effectively, we need to consider how to plan teaching and learning in relation to other world faiths. This session will enable us to reflect upon 'dialogue and encounter' - not only through branch 6, but across the branches covered during the year. We will share resources and approaches to support colleagues, sharing best practice and gaining perspectives from those from the planning team.

#### Dates and Times:

##### ADVENT TERM

Monday 10 November 2025	10:15 - 12:15
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##### LENT TERM - REPEATED SESSION

Tuesday 3 March 2026	10:15 - 12:15
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##### PENTECOST TERM - REPEATED SESSION

Friday 12 June 2026	10:15 - 12:15
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**Target Audience:** Headteachers, Deputy Headteachers, RE Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn

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# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION DIRECTORY

### CATHOLIC SOCIAL TEACHING AND THE RELIGIOUS EDUCATION DIRECTORY

**Venue:** Virtual

Catholic Social Teaching is woven into the RED. In this session, we will share how and where CST features in each branch so that colleagues can be confident in how to embed these important principles into their practice, in light of the changes to the religious education curriculum.

#### Dates and Times:

##### ADVENT TERM

Monday 3 November 2025 10:15 - 12:15

##### LENT TERM - REPEATED SESSION

Wednesday 18 March 2026 10:15 - 12:15

##### PENTECOST TERM - REPEATED SESSION

Thursday 11 June 2026 10:15 - 12:15

**Target Audience:** Headteachers, Deputy Headteachers, RE Leaders

**Cost:** No Charge

**Course Leader(s):** David Quinn

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# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION DIRECTORY

### RED THEOLOGY, PLANNING, DELIVERY AND ASSESSMENT FOR YOUR YEAR GROUP (PRIMARY)

**Venue:** Virtual

These virtual sessions provide an opportunity to share and discuss best practice with colleagues regarding the planning, delivery and assessment of RE.

Teachers will gather with colleagues who teach in the same year group to explore the requirements for respective Branches within the Religious Education Directory (RED), in readiness for full implementation from **September 2026**.

#### Dates and Times:

#### PLANNING AHEAD FOR THE LENT TERM 2026 - ALL CMATS

EYFS	Tuesday 18 November 2025	10:15 - 12:15
Year 1	Tuesday 18 November 2025	13:45 - 15:45
Year 2	Wednesday 19 November 2025	10:15 - 12:15
Year 3	Wednesday 19 November 2025	13:45 - 15:45
Year 4	Thursday 20 November 2025	10:15 - 12:15
Year 5	Thursday 20 November 2025	13:45 - 15:45
Year 6	Friday 21 November 2025	10:15 - 12:15

Planning for delivery  
of Branches 3 & 4

**Target Audience:** KS1/KS2 Teachers (ALL CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn

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# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION

### RED THEOLOGY, PLANNING, DELIVERY AND ASSESSMENT FOR YOUR YEAR GROUP (PRIMARY)

**Venue:** Virtual

These virtual sessions provide an opportunity to share and discuss best practice with colleagues regarding the planning, delivery and assessment of RE.

Teachers will gather with colleagues who teach in the same year group to explore the requirements for respective Branches within the Religious Education Directory (RED), in readiness for full implementation from **September 2026**.

#### Dates and Times:

#### PLANNING AHEAD FOR THE PENTECOST TERM 2026 - ALL CMATS

EYFS	Tuesday 24 March 2026	10:15 - 12:15
Year 1	Tuesday 24 March 2026	13:45 - 15:45
Year 2	Wednesday 25 March 2026	10:15 - 12:15
Year 3	Wednesday 25 March 2026	13:45 - 15:45
Year 4	Thursday 26 March 2026	10:15 - 12:15
Year 5	Thursday 26 March 2026	13:45 - 15:45
Year 6	Friday 27 March 2026	10:15 - 12:15

Planning for delivery  
of Branches 5 & 6

**Target Audience:** KS1/KS2 Teachers (ALL CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn



# PRIMARY RELIGIOUS EDUCATION

## RELIGIOUS EDUCATION

### RED THEOLOGY, PLANNING, DELIVERY AND ASSESSMENT FOR YOUR YEAR GROUP (PRIMARY)

**Venue:** Virtual

These virtual sessions provide an opportunity to share and discuss best practice with colleagues regarding the planning, delivery and assessment of RE.

Teachers will gather with colleagues who teach in the same year group to explore the requirements for respective Branches within the Religious Education Directory (RED), in readiness for full implementation from **September 2026**.

#### Dates and Times:

#### PLANNING AHEAD FOR THE ADVENT TERM 2026 - ALL CMATS

EYFS	Tuesday 16 June 2026	10:15 - 12:15
Year 1	Tuesday 16 June 2026	13:45 - 15:45
Year 2	Wednesday 17 June 2026	10:15 - 12:15
Year 3	Wednesday 17 June 2026	13:45 - 15:45
Year 4	Thursday 18 June 2026	10:15 - 12:15
Year 5	Thursday 18 June 2026	13:45 - 15:45
Year 6	Friday 19 June 2025	10:15 - 12:15

Planning for delivery  
of Branches 1 & 2

**Target Audience:** KS1/KS2 Teachers (ALL CMATs)

**Cost:** No Charge

**Course Leader(s):** David Quinn



# SECONDARY SCHOOL LEADERS

## SECONDARY HEADTEACHERS, SENIOR LEADERS AND LAY CHAPLAINS

### CERTIFICATE IN PASTORAL ACCOMPANIMENT (SCHOOLS)

**Venue:** The Diocesan Centre, Mackworth

Following the publication of Bishop Patrick McKinney's document, *'Precious in my Sight'*, the Nottingham Roman Catholic Diocesan Education Service is pleased to announce the launch of **Cohort 2** for the Certificate in Pastoral Accompaniment (Schools). The course will be delivered over 2 days at the Diocesan Centre, Mackworth.

#### Danny Curtin – an introduction

Danny is as a facilitator and coach, working alongside Church organisations and charities working in community, disability, UK poverty, youth social exclusion and international development. He has worked in the Church and voluntary sector since he was knee high. He learned about accompaniment from a young age, growing up on the grounds of a Leonard Cheshire Home for people with physical disabilities. He was surrounded by an environment of equality, empowerment and dedication to genuine human dignity.

Danny has been very involved in Catholic social justice for over 20 years. He served as National President of the Young Christian Workers (YCW) in England and Wales from 2005-2010, and has worked with the international YCW team, training young leaders and adults to accompany young people throughout the world. Danny co-authored the parish renewal and formation programme 'Love in Action' and is founder of the Catholic charity Million Minutes.

For five years Danny was part-time Executive Director of Books Beyond Words, a fast growing social enterprise providing resources and training to empower people with learning disabilities. He is also author of several youth resources and is former Chair of Trustees of the Association of Chairs.



#### Dates and Times:

Tuesday 24 March 2026 09:30 - 15:30

Wednesday 6 May 2026 09:30 - 15:30

**Target Audience:** Secondary Headteachers, Senior Leaders and Lay Chaplains

**Cost:** £30 for both sessions (includes a light lunch)

**Course Leader(s):** Danny Curtin, Peter Giorgio & Fionuala Boucher

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# SECONDARY RELIGIOUS EDUCATION

## NEW DEPUTY HEADTEACHERS

### ADVENT TERM: DAY CONFERENCE FOR NEW DEPUTY HEADTEACHERS

**Venue:** The Diocesan Centre, Mackworth, DE22 4BD

*This conference is for those who are new to their position of deputy headteacher.*

We recognise that our deputy headteachers take on an increasingly multi-faceted role. However, one of the most important aspects for a deputy headteacher within our diocese is that of a 'faith leader', supporting the headteacher with the Catholic life and mission of the school. This conference will seek to provide our newest deputy headteachers, and those acting in this position, with support in understanding their remit. It will also include information about the work of the diocese, opportunities for professional and spiritual development, and guidance about applying for a headteacher role within our diocese. We shall also include some time for deputies to get to know colleagues from other schools and Catholic Multi-Academy Trusts.

**This is a repeated course, which established deputy headteachers do not need to attend.**

#### Dates and Times:

#### ADVENT TERM

Tuesday 7 October 2025

10:00 - 15:00

<b>Target Audience:</b>	New Deputy Headteachers
<b>Cost:</b>	No Charge
<b>Course Leader(s):</b>	Peter Giorgio & Fionuala Boucher



# SECONDARY RELIGIOUS EDUCATION

## DEPUTY HEADTEACHERS

### PENTECOST TERM: DAY RETREAT FOR ALL DEPUTY HEADTEACHERS

**Venue:** The Diocesan Centre, Mackworth, DE22 4BD

*I will give you shepherds after my own heart, who will feed you with knowledge and understanding.*

*Jeremiah 3:15*

As faith leaders within our Catholic schools, it is vital that we provide you with the opportunity to pause, come away from your schools and take time to reflect together with colleagues. As people who 'feed and water' others, you all need time, in turn, to be 'fed and watered'.

We are delighted, therefore, to invite all our deputy headteachers to come together as a group, of both new and experienced colleagues, for a bespoke conference. We aim to hold this conference day annually.

We will pray, listen to others, reflect on our roles and responsibilities and consider our professional and spiritual needs for the future. There will also be opportunities for linking and networking.

#### Dates and Times:

#### PENTECOST TERM

Friday 13 June 2025

10:00 - 15:00

<b>Target Audience:</b>	Deputy Headteachers
<b>Cost:</b>	£15 (includes a light lunch)
<b>Course Leader(s):</b>	Peter Giorgio & Fionuala Boucher



# SECONDARY RELIGIOUS EDUCATION

## RE SUBJECT LEADERS

### SECONDARY RE SUBJECT LEADER MEETINGS - ALL CMATS

**Venue:** Virtual and The Diocesan Centre, Mackworth

An opportunity to meet on a termly basis to discuss current developments and initiatives, at both a diocesan and national level. We will cover:

- Updates for secondary RE subject leaders at both a diocesan and national level
- Exploration of, and discussion regarding, effective monitoring and evaluation of Catholic Life and Mission, Religious Education and Collective Worship
- Sharing of recent resources and initiatives which further enrich provision
- Additional materials which serve to assist RE subject leaders in the implementation of their role

#### Dates and Times:

##### ADVENT TERM - VIRTUAL

Wednesday 15 October 2025 13:00 - 15:30

##### LENT TERM - VIRTUAL

Wednesday 4 March 2026 13:00 - 15:30

##### PENTECOST TERM - THE DIOCESAN CENTRE

Thursday 25 June 2026 10:00 - 15:30

**Target Audience:** RE Subject Leaders (Secondary)

**Cost:** No Charge

**Course Leader(s):** David Quinn



# SECONDARY RELIGIOUS EDUCATION

## STAFF TRAINING PACKAGES

**Venue:** 1 hour sessions - Virtual

Why not book an NRCDES training session for your staff/team?

We can offer a one-hour staff meeting on any of the following topics, to be delivered either in person in your staff room (subject to availability) or online in the following virtual sessions, which we will offer across the academic year.

The following sessions are suitable for and highly relevant to both primary and secondary school staff teams. These sessions also build throughout the year to give teachers new to a Catholic school the knowledge and confidence they need to thrive in their work within a Catholic school.

### Dates and Times:

#### WHAT IS CATHOLIC SCHOOLS INSPECTION (CSI)?

Tuesday 16 September 2025 15:45 - 16:45

#### WHAT IS CATHOLIC LIFE AND MISSION?

Monday 6 October 2025 15:45 - 16:45

#### WHAT IS PRAYER AND LITURGY?

Monday 24 November 2025 15:45 - 16:45

#### WHAT IS CATHOLIC SOCIAL TEACHING (CST)?

Monday 9 February 2026 15:45 - 16:45

#### WHAT IS A CATHOLIC CURRICULUM?

Thursday 2 April 2026 15:45 - 16:45

#### AN ON-LINE RETREAT FOR STAFF

Monday 18 May 2026 15:45 - 16:45

**Target Audience:** Headteachers, Teachers, Governors, Lay Chaplains

**Cost:** No Charge

**Course Leader(s):** Fionuala Boucher



# COLLECTIVE WORSHIP

## PLANNING AND DELIVERING COLLECTIVE WORSHIP

**Venue:** The Diocesan Centre, Mackworth

We will cover:

- The Annual Plan of Provision (APoP)
- Recommendations from the Prayer and Liturgy Directory
- The principles and traditions behind Collective Worship in Catholic schools and how to be creative and imaginative when planning worship
- Exploring tools, technology and resources to help plan Collective Worship with pupils and staff
- Empowering and inspiring young people to create memorable and meaningful worship experiences

### Dates and Times:

Wednesday 21 January 2026

09:30 - 15:00

**Target Audience:** For all those who plan, lead and deliver Collective Worship in schools

**Cost:** £50 (light lunch included)

**Course Leader(s):** Tom Baptist



# COLLECTIVE WORSHIP

## DEVELOPING AND EVALUATING COLLECTIVE WORSHIP FOR LEADERS

**Venue:** The Diocesan Centre, Mackworth

We will cover:

- Exploring the tools, technology and resources which can be used to support staff and young people
- Opportunities to look reflectively at your school's strategic approach to Collective Worship
- How to evaluate Collective Worship in school and build up evidence in readiness for Catholic School Inspection

### Dates and Times:

Wednesday 8 October 2025

09:30 - 15:00

**Target Audience:** For all those who take a strategic lead for Collective Worship in schools and CMATs

**Cost:** £50 (light lunch included)

**Course Leader(s):** Tom Baptist, Fionuala Boucher



# COLLECTIVE WORSHIP

## PLANNING AND CELEBRATING THE MASS

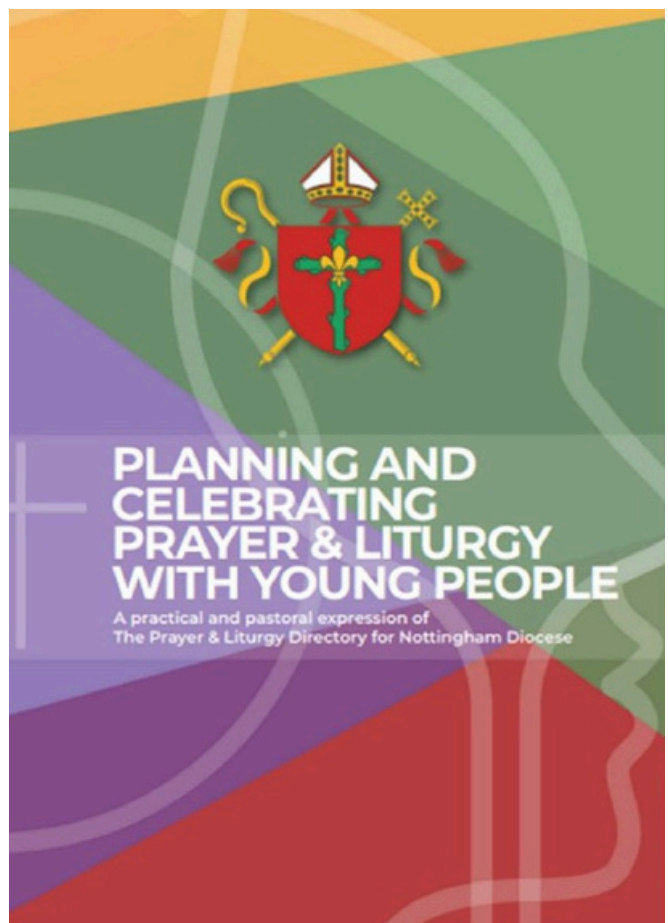
**Venue:** The Diocesan Centre, Mackworth

We will explore 'Planning and Celebrating Prayer and Liturgy with Young People - a practical and pastoral expression of The Prayer and Liturgy Directory for Nottingham Diocese'

**Dates and Times:**

Wednesday 13 May 2026

09:30 - 15:00



<b>Target Audience:</b>	For all those who take a strategic lead for Collective Worship in schools and CMATs
<b>Cost:</b>	£50 (light lunch included)
<b>Course Leader(s):</b>	Tom Baptist



# LAY CHAPLAINCY

## LEAD LAY CHAPLAINS' PASTORAL SUPERVISION

**Attendance at this event is by invitation only.**

**Venue:** The Diocesan Centre, Mackworth

Our CMATs and the NRCDES support our Lead Lay Chaplains with a half-termly opportunity for individual pastoral supervision drawing on the professional skills and expertise of Angela Gillespie, MBACP (British Association of Counsellors & Psychotherapists).

### Dates and Times:

Monday 22 September 2025	09.00 - 15:30
Monday 10 November 2025	09.00 - 15:30
Monday 12 January 2026	09.00 - 15:30
Monday 2 March 2026	09.00 - 15:30
Monday 11 May 2026	09.00 - 15:30
Monday 29 June 2026	09.00 - 15:30

**Target Audience:** Lead Lay Chaplains

**Course Leader(s):** Angela Gillespie





# LAY CHAPLAINCY

## DEVELOPING AN UNDERSTANDING OF PRIMARY RELIGIOUS EDUCATION FOR LAY CHAPLAINS

**Venue:** Virtual

David will lead a virtual session for Lay Chaplains to help them to develop a greater understanding of religious education in the primary classroom. The session will cover what is required within the Religious Education Directory (RED). We will consider:

- The model RE curriculum and its 6 branches
- The 6 lenses through which we study RE
- The 'ways of knowing' which enable pupils to retain their knowledge and develop their understanding
- The end of phase expectations, which set out what pupils should know and remember by the end of each year and key stage

### Dates and Times:

#### ADVENT TERM

Thursday 9 October 2025

10:15 - 12:15

**Target Audience:** All Lay Chaplains and other interested members of staff

**Cost:** No Charge

**Course Leader(s):** David Quinn



# LAY CHAPLAINCY

## 'INSET' DAYS FOR LAY CHAPLAINS

**Venue:** The Diocesan Centre, Mackworth

Our termly in-service training days for lay chaplains are now well established. Each occasion opens with the celebration of Mass, followed by an invaluable input related to theology or liturgy. We also include sessions linked to matters such as Catholic Social Teaching, Catholic School Inspection, good practice in chaplaincy provision and professional development aspects for Lay Chaplains. All Lay Chaplains are expected to attend.

### Dates and Times:

#### ADVENT TERM

Monday 17 November 2025	09:15 - 15:15
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#### LENT TERM

Monday 9 March 2026	09:15 - 15:15
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#### PENTECOST TERM

Monday 8 June 2026	09:15 - 15:15
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**Target Audience:** All Lay Chaplains and other interested members of staff

**Cost:** No Charge

**Course Leader(s):** NRCDES



# LAY CHAPLAINCY

## LAY CHAPLAINS' RESIDENTIAL RETREAT

**Venue:** The Briars Catholic Youth Retreat Centre, Crich

The annual opportunity for lay chaplains to gather together for spiritual renewal and fellowship is so important. The retreat begins after school on the Wednesday evening, with a shared meal, evening prayer and a time to socialise. The main retreat input takes place during Thursday, including time for prayer, the celebration of Mass, input from a keynote speaker and some quiet reflection time. On Friday, the retreat experience continues until lunchtime.

Further details to be shared.

### Dates and Times:

Wednesday 7 January 2026

to

Friday 9 January 2026

<b>Target Audience:</b>	Lay Chaplains
<b>Cost:</b>	£150 (flat rate)
<b>Course Leader(s):</b>	NRCDES and Lead Lay Chaplains



## BOOKING INFORMATION

### MAKING A BOOKING

Please visit [www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes) and follow the screen instructions to reserve your place at any NRCDES event. A 'How to' guidance note is available on the home page ([www.bookwhen.com/nrcdes](http://www.bookwhen.com/nrcdes)) for your reference. The process is very similar to online shopping.....just put the places you want in your basket and checkout!

### CANCELLING A BOOKING

You can cancel a booking up until 10 working days before the date of the course with no cancellation fee.

After 10 working days, you will be liable to pay the full cost of the course (except in exceptional circumstances).

Should you wish to adjust a booking (e.g. to change a delegate) before or after the cancellation deadline, please contact us.

Full payment will be required for non-attendance on a course. In the event of cancellation of a course, we will endeavour to inform all participants two weeks before the course is due to take place, although please be aware that this is not always possible. No charge will be made to schools in this event.

Where dates are varied by the NRCDES, course participants have the option to withdraw from the course at no cost to the school if the new dates are not convenient.

To cancel your online booking please contact us on:  
[coursebookings@nottingham-des.org.uk](mailto:coursebookings@nottingham-des.org.uk) / 01332 293833

Should you have any queries or need assistance, please contact us on 01332 293833.



## VENUE INFORMATION

### **Belton Woods Hotel**

Belton, GRANTHAM, NG32 2LN

 01476 593200


### **Eastwood Hall**

Mansfield Road, EASTWOOD, NG16 3SS

 01773 532532

### **Holy Cross Catholic Voluntary Academy, Leicester**

Stonesby Avenue, LEICESTER, LE2 6TY

 0116 283 3135


### **Our Lady of Lincoln Catholic Voluntary Academy**

76 Loughton Way, LINCOLN, LN2 2HW

 01522 527500

### **Sacred Heart Parish Centre**

97 Carlton Hill, Carlton, NOTTINGHAM, NG4 1FP

 0115 911 8266


### **The Diocesan Centre**

Mornington Crescent, Mackworth, DERBY, DE22 4BD

 01332 293833

### **The Nottingham Diocesan Catholic Youth Service**

The Briars Catholic Youth Retreat Centre, Crich Common, Crich, MATLOCK, DE4 5BW

 01773 852044



# ADDENDUM

## Continuing Professional Development & Formation Handbook 2025 - 2026

### Version 1 (September 2025) Amendments and Additions



# IMPORTANT CONTACTS



**PETER GIORGIO**  
Director of Education  
[gill.burns@nottingham-des.org.uk](mailto:gill.burns@nottingham-des.org.uk)



**FIONUALA BOUCHER**  
Deputy Director of Education  
[fionuala.boucher@nottingham-des.org.uk](mailto:fionuala.boucher@nottingham-des.org.uk)



**DAVID QUINN**  
RE & Catholic Life Adviser  
[david.quinn@nottingham-des.org.uk](mailto:david.quinn@nottingham-des.org.uk)



**SARAH HAND**  
Admissions and Appeals Manager  
[sarah.hand@nottingham-des.org.uk](mailto:sarah.hand@nottingham-des.org.uk)



**SAMANTHA BULLER**  
Governance Manager  
[samantha.buller@nottingham-des.org.uk](mailto:samantha.buller@nottingham-des.org.uk)



**GILL BURNS**  
PA to Directors and Office Manager  
[gill.burns@nottingham-des.org.uk](mailto:gill.burns@nottingham-des.org.uk)



**JENNIFER CHARLESON**  
Finance Officer  
[jennifer.charleson@nottingham-des.org.uk](mailto:jennifer.charleson@nottingham-des.org.uk)



**CLAIR SKINNER**  
Receptionist / Administrator  
[clair.skinner@nottingham-des.org.uk](mailto:clair.skinner@nottingham-des.org.uk)

## Blessed Carlo Acutis

12 October

PATRON OF THE DIOCESAN EDUCATION SERVICE



O God our Father,  
we thank you for giving us Carlo,  
a model of life for young people,  
and a message of love for all.  
You made him fall in love with your son Jesus,  
making the Eucharist his 'highway to heaven'.  
You gave him Mary as a beloved Mother,  
and you made him, through the Rosary,  
a cantor of her tenderness.  
Receive his prayer for us.  
Look above all upon the vulnerable,  
whom he loved and assisted.  
Grant me too, through his intercessions,  
the grace that I need (*mention your intention*).  
And make our joy full, raising Carlo among  
the saints of your Church,  
so that his smile shines again for us  
to the glory of your name.  
Amen.

Our Father...  
Hail Mary...  
Glory Be...

3 May 1991 - 12 October 2006



Nottingham Roman Catholic  
**Diocesan Education Service**



Email  
[coursebookings@nottingham-des.org.uk](mailto:coursebookings@nottingham-des.org.uk)



Phone  
01332 293833



Website  
[www.dioceseofnottingham.uk/departments/education-service](http://www.dioceseofnottingham.uk/departments/education-service)



Address  
The Diocesan Centre, Mornington Crescent, Mackworth, Derby, DE22 4BD