

### SCHOOL IMPROVEMENT & PERFORMANCE SERVICE

**For:** Heads of Primary and Secondary units

**Telephone:** (0116) 305 6383  
**Fax:** (0116) 305 6501

### Primary and Secondary UNITS DAY

**Date:** 13<sup>th</sup> November 2008  
**Venue:** Beaumanor Hall  
**Time:** 9.00am – 4.00pm

**Presenters:** School Improvement and Performance team

**Aims:** The day will provide an opportunity for updates on local and national guidance and initiatives. It will also provide an opportunity for leaders of units to share good practice and discuss common issues.

*Colleagues wishing to attend should complete and return the attached reply slip to Diane Geeson, School Improvement and Performance Service, Children and Young People's Service, Leicestershire County Council, County Hall, Glenfield, Leicester LE3 8RF by*  
**25<sup>th</sup> September 2008**

**PLEASE NOTE : THIS COURSE IS FREE** (one place per unit)

**REPLY SLIP -** Units Day  
**Venue:** Beaumanor Hall

**Date:** 13<sup>th</sup> November 2008

*To be returned to Diane Geeson, School Improvement and Performance Service, Children and Young People's Service, Leicestershire County Council, County Hall, Glenfield, Leicester LE3 8RF by*  
**25<sup>th</sup> September 2008**

The following teacher wishes to attend the above course:

PLEASE PRINT

Title:	Forename:	Surname:

School/College: .....

School DfES Number: 

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 Telephone number: .....

Signed:

Additional requirements (e.g. diet, accessibility)

Please give details of any suggested items for agenda / good practice you wish to share/ issues you wish to raise/discuss: