



Independent
Association of
Prep Schools

S04: Preparation for Headship

Date Thursday 16 – Saturday 18 January 2025
(includes overnight accommodation on the evenings of Thursday 16 and Friday 17 January 2025)
Venue Woodland Grange, Old Milverton Lane, Leamington Spa, CV32 6RW
Cost IAPS members - £795
non-IAPS members - £895

This is a three-day residential course for Senior Leaders who are actively exploring headship as a future role. This residential course will help you to analyse and explore whether you have – or can develop – the personal and professional skills necessary to be a successful Headteacher. Presentations and practical workshops will offer you an insight into the many exciting challenges that are faced in modern headship.

Audience Deputy heads, directors of studies, senior managers and leaders
Course Director **Catherine Sweeting**, Head at Tranby Prep School
Presenter(s) **Catherine Sweeting**, Head at Tranby Prep School
Matt Evered, Head of Professional Development, IAPS
Andy Lopata, Speaker, Author and Mentor on Professional Relationships
Adam Anstey, Head at Broomfield House School
David Edwards, Head at Collegiate Prep School
Adam Hurst, Head at the Dolphin School
Bill Sawyer, Head at Yarm Preparatory School
Nick Robinson, Head at Prestfelde
Emilie Darwin, Deputy CEO, IAPS
Helen Lowe, Education Consultant



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Thursday 16 January 2025

1200	Registration and lunch
1330	Welcome and introductions, course outline and outcomes – <i>Cath Sweeting and Matt Evered</i>
1400	You don't always have to know the answer: vulnerable leadership – <i>Andy Lopata</i>
1530	Refreshments
1545	From rocking ship to rocket ship: turning around a school in challenging circumstances – <i>Adam Anstey</i>
1645	Do you have what it takes? – <i>David Edwards</i>
1745	Wrap up of the day and reflection – <i>Cath Sweeting and Matt Evered</i>
1930	Evening meal

Friday 17 January 2025

0900	Outline of the day and review of course outcomes – <i>Cath Sweeting and Matt Evered</i>
0910	Successful leadership in schools: creating positive cultures through your vision and values – <i>TBC</i>
1010	Refreshments
1040	Making your school stand out: identifying and presenting the unique nature of a school – <i>Adam Hurst</i>
1140	A day in the life of a head: in-tray activities – <i>Bill Sawyer</i>
1240	Lunch
1340	The basics of financial management – <i>Nick Robinson</i>
1440	An introduction to HR – <i>Emilie Darwin</i>
1540	Refreshments
1600	Managing parental relationships – <i>Helen Lowe</i>
1700	Wrap up of the day and reflection – <i>Cath Sweeting and Matt Evered</i>



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1900	Drinks reception followed by formal dinner
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Saturday 18 January 2025	
0830	Check out
0900	Getting the job and keeping the job – <i>Cath Sweeting and TBC</i>
1030	Refreshments
1100	So you want to be a head? – <i>Cath Sweeting</i>
1200	Conference conclusion – <i>Cath Sweeting and Matt Evered</i>
1210	Lunch and depart



Terms and conditions of cancellation: If a delegate cancels his or her application up to and including 8 weeks prior to the date of the course, a full refund will be provided. For bookings cancelled between 8 and 6 weeks, a refund of 75% of the fee will be given. Cancellations made between 6 and 4 weeks prior to the event will receive for a 50% refund, and 25% will be refunded up to and including 2 weeks prior to the date. Thereafter, IAPS regrets that no refund can be made. We are unable to reimburse you for any expenses incurred in advance, such as travel or accommodation costs which are no longer required due to the cancellation of a course, it being changed to a remote format, or delegates cancelling due to unforeseen circumstances, e.g. travel disruption. Schools should ensure they have the relevant insurance in place to cover these costs.

IAPS reserves the right to cancel an event at any time for example, but not limited to, if the event is unsustainable to run due to a low number of attendees, venue/speaker cancellation, transport issues (e.g. rail strikes). We will do all we can to ensure our courses go ahead as planned. There may also be occasions where courses that were due to take place in person may have to take place online.

Please ensure you have read and understood our [term and conditions](#) before proceeding with your booking.

Data Protection: At IAPS we are committed to protecting your personal data and we want to make sure we meet GDPR standards. For information on how we retain this data, go to our [Data Retention Policy](#) and for details of how we access it go to our [Privacy Policy](#). We will continue to be in touch with you in line with our updated data policies. If you have a question about your data, want to update your details or have your data removed, contact us at data@iaps.uk.

Photography: Photographs will be taken at IAPS events and may be used for marketing purposes.

Insurance: IAPS regrets that it cannot accept liability for loss or damage however caused to the personal property of any person attending this or any other event organised under the auspices of the Association.

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