



Services 2021-2023



Contents

Introduction	04
School offers	07
Cost of services/packages 2021-23	08
Package information	10
Price	13
Early Career Teacher Programme	14
Primary Creative Computing from Camden Learning Centre	17
Camden Music Service	20
Complaints Support and Advice Services	22
Governing Body Clerking Services	24
Royal Free Hospital Children's School	26
Schools Library Service	30
Order Form	32
Appendix - Terms & Conditions	28

Introduction from Jon Abbey



Dear Colleagues,

The past academic year's school improvement programme and associated learning services were inevitably affected by COVID-19; we successfully continued to complete much of the offer and programme due to transferring to remote meetings or training to ensure schools were able to access important services, advice and training.

The importance of investing in staff CPD cannot be underestimated and leadership is critical when promoting that investment and development of people. You will find a range of services and programmes with a blended delivery approach utilising outstanding Camden teachers, school leaders and Camden Learning staff, who all have a strong track record of developing teachers and leaders, who are at the heart of a great Camden school system. A combination of collaboration and engagement along with challenge and support is offered, with the ultimate aim of ensuring every school remains good and outstanding and that all young people in Camden thrive and no child is left behind.

The products, services and programmes detailed in our brochure can be tailored to each school's needs, across Camden or beyond.

I am delighted to introduce the new Camden Learning Services brochure for the period 2021-2023. This revised and renewed offer encompasses the following key strands of Camden Learning;

- School Improvement offer
- Camden Learning Centre - Primary Creative Curriculum
- Governing Body Clerking Services
- Complaints Support and Advice Services
- Royal Free Hospital Children's School - The Hive, The Thomas Group, LinkEd Up
- Early Career Teacher Programme
- Schools Library Service
- Camden Music Service

Whilst we have had to apply inflation to our prices for the first time in four years, they are guaranteed to remain the same for this two-year SLA.

One of Camden Learning's key partnership promises is to create opportunities for every teacher to enjoy teaching and keep improving. We fulfil this promise by acting on evidence, listening to feedback and adjusting our offer to ensure that every school gets the best possible chance to further develop their teaching and support staff. We removed the concept of Learning Blocks back in 2019 and created a more streamlined and efficient payment system for the School Improvement offer based on cash. This will continue to ensure that schools can track their training and consultancy purchases more easily, with better oversight on how their money is being spent, while retaining the flexibility and value for money of the existing offer.

This has been an extraordinary year, but one which has demonstrated the benefits of Camden Learning as a school-led partnership; experience has underlined the fact that, while teachers and the quality of teaching remain as important as ever, technology and online learning and support are playing an increasingly important role. We are once again asking for a two-year commitment from schools on service sign up, which ensures that we can minimise the price increase to that of inflation for the two financial years. If you are opting for the Standard or Premium School Improvement offer, the upfront payment you make entitles you to discounted training and consultancy services.

We recognise we were unable to deliver face-to-face conferences during the past year; we very much hope to be able to deliver face-to-face conferences next year and, as a goodwill gesture for next year only, we are proposing to offer significant discounts to our members to acknowledge the missed conferences this year. Headteacher and Deputy/Assistant Headteacher conferences will

each be just £100 for the first booking from any school and then full price for any additional attendees.

The SBM conference will be just £50 for the first booking from any school and then full price for any additional attendees.

Basic membership this year comes with a nominal upfront fee, which entitles you to the additional membership benefits set out under 'Core offer to all Member Schools' on page 7, as well as pay as you go rates for training and consultancy services. The rates for Premium and Standard subscription, as well as the upfront Basic fee, are shown on page 13.

However, the overall level of service provided by Camden Learning, while supported by the commission from the London Borough of Camden, can only be sustained with income from schools, and your upfront commitment is crucial to maintaining and improving our overall offer.

Within this brochure are three different service offers; we ask you to let us know your sign up preferences by emailing CustomerSupport@camdenlearning.org.uk by Friday 12th March. Please note, these services are payable via invoice, which will be sent to schools in the first months of the new financial year.

I would like to take this opportunity to thank you for your support this year; I look forward to continuing to work with you to support school improvement.

Jon Abbey
Managing Director, Camden Learning

"We have benefited hugely as a school from access to the full school improvement offer. Our upfront balance enables us to use a range of services, including consultancy, conferences, CPD courses targeted at a range of needs, and access to packages to support secondary moderation and networking, Governor training, and innovation through hubs.

The move away from learning blocks to pounds for the costs of the school improvement services means that we can clearly see the value offered by the provision available. This enables us to keep track of our remaining balance so that we can ensure it is fully spent.

We are proud to be jointly leading a hub this year, as well as having staff delivering some of the CPD courses to staff across Camden's schools. The ability to contribute to the school improvement agenda across Camden, as well as benefit from it, underlines the collaborative, schools-led approach delivered by Camden Learning."

Nicholas John, Headteacher, Acland Burghley



School offers

Statutory offer to all Member Schools

- ✓ 1 Standards meeting per academic year
- ✓ 2 core Camden Learning Professional Partners half-day visits per year
- ✓ Ofsted school leadership support (basic minimum)
- ✓ Bi-annual safeguarding compliance check, section 11 audit
- ✓ Weekly Headteacher bulletin

Core offer to all Member Schools*

- ✓ Access to regular Headteacher briefings
- ✓ Access to termly COG forum and termly primary and secondary chairs network
- ✓ Access to supply agency panel and member rates for all temporary staff
- ✓ Expert advice for governors and school leaders
- ✓ Access to Governor Hub
- ✓ Monthly Bristol Summaries
- ✓ Lunch and Learn sessions
- ✓ Jobs Board
- ✓ Camden Conversations
- ✓ Emergency Support
- ✓ Access to online SBM forum
- ✓ Inclusion data

* These items will be available to all schools purchasing a Basic, Standard or Premium subscription. For detail of the subscription prices, see page 13.

Cost of services/ packages 2021-23



Service	Premium	Standard	Basic	Unit
School Improvement				
Consultancy	£505	£505	£620	Per day
	£265	£265	£320	Per half day (minimum)
Learning Hub membership	Membership to 4 hubs included in SLA Any additional hubs at £435	Membership to 2 hubs included in SLA Any additional hubs at £460	£650	Per hub
Training and Conferences				
Headteachers' Residential Conference	£550	£570	£670	Per delegate
Deputy and Assistant Headteachers' Residential Conference	£550	£570	£670	Per delegate
SBM Conference (1 day)	£225	£245	£290	Per delegate
Full Training Day (virtual or face-to-face)	£210	£220	£275	Per delegate
Half Training Day (virtual or face-to-face)	£102	£112	£250	Per delegate

Service	Premium	Standard	Basic	Unit
Packages				
Governor Training and Consultant Support	£729	£770	£870	Per governing body
Inspection Data Summary Report	£102	£112	£145	Per school
Primary School Analysis Booklets	£520	£551	£630	Per school
Secondary School Analysis Booklets	£520	£551	£630	Per school
Get Ofsted Ready (1FE)	£1,663	£1,775	£1,960	Per school
Get Ofsted Ready (2FE +)	£2,081	£2,203	£2,450	Per school
Action Research Projects	£520	£551	£630	Per school
Primary Curriculum Networks	£250	£300	£365	Per school
<small>Prices are for access to all networks for 2021/22 Pricing will be reviewed for 2022/23</small>				
Secondary Moderation/Network Package	£1,301	£1,377	£1,545	Per school
Headteacher/Deputy Headteacher Recruitment	Price on application	Price on application	Price on application	Per school
Support for Primary PE and Sport	£250	£275	£325	Per school

Package information

Please see below breakdown of each package offer and what is included.



Governor Training and Consultant Support

- Unlimited free attendance at all Governor training, including induction, safeguarding, SEND, finance, health and safety, and primary, secondary and special school specific sessions
- Chairs' briefings
- Termly Governor newsletters
- Access to the bank of model documentation and policies on Governor Hub
- Clerks' briefings
- Annual Governors Conference

Inspection Data Summary Report

- Bespoke session to review the latest data as published by Ofsted
- Can be tailored for SLTs, Governors or both
- Will look at schools' own data and areas to investigate

Primary School Analysis Booklets

- Six updated booklets – one for each of the following areas: EYFS, phonics, KS1, KS2, absence and school context
- Booklets to reflect latest school data, including any discounts or remarks, ahead of final publication of DfE data
- Updated with national data, as this is made available during the autumn term

Primary Curriculum Networks

Following the initiative started last year, Camden Learning has recruited leaders and teachers from across our primary schools to encourage innovation and greater learning across primary schools. The focus will continue to be on curriculum design and development, with pedagogy a core part of that. Our Curriculum Adviser, a Camden primary senior leader, is leading on the initiative and is working with a growing team of Subject Leaders who organise half-termly network meetings. The networks will cover the range of Foundation Subjects and will be a vehicle for sharing subject leads' passion and good practice for your subject(s) and supporting those who are building their confidence as a leader in your areas of responsibility. The networks will:

- Establish a subject network which gives teachers the opportunity to work together on subject specific issues
- Organise at least six meetings of the Network a year
- Use the experience and knowledge of the teachers in the Network to develop understanding of what great teaching looks like
- Use the expertise of teachers in the Network to develop very practical subject support, e.g. peer to peer learning, CPD or resources to develop knowledge and skills in schools
- Lead the production of knowledge and skills progression maps which schools can adapt for their own context and curriculum
- Liaise with the relevant subject leaders in all primary schools

Support for Primary PE and Sport

A termly network that gives PE Subject Leaders the opportunity to find out about and participate in local and national initiatives, share good practice in teaching and utilising the PE and Sport premium, and increase knowledge in a range of areas including assessment and curriculum development. The network is facilitated by Kim Henderson a primary PE consultant who can also deliver bespoke training and support to individual primary schools, including teaching gymnastics and dance

Secondary School Analysis Booklets

- Five updated booklets – one for each of the following areas: KS4 and KS5 analysis in August, school context, absence and exclusions
- Booklets to reflect latest school data, including any discounts or remarks, ahead of final publication of DfE data
- Updated with national data, as this is made available

Action Research Projects

Are you keen to explore an area of practice within your school? Camden Learning can provide the initial research and help you develop your hypothesis for testing. Identified school staff carry out the activity with ongoing support from the external consultant. School staff and a Camden Learning consultant evaluate and develop recommendations for future practice

Get Ofsted Ready – one-day review

- 1 day bespoke (2 staff approach)
- Identify effective practice and next steps
- Feedback on self-evaluation
- Safeguarding compliance check
- Follow trails from Inspection dashboard – linked to observation of T&L
- Interview Governors and Middle Leaders
- Succinct Report

Secondary Moderation/ Network Package

With the ever-changing landscape around KS4 assessments and the importance of teacher assessment, the secondary network and moderation group has changed its emphasis going forward. The key question remains around how we share knowledge and expertise between Camden schools and how we can support moderation to increase confidence in accuracy of assessments.

As a school-led system Camden Learning are adapting the approach for the next school improvement package period. We will be recruiting secondary subject network leads to oversee the programme of network half-termly meetings which will now include coordination and quality assurance. Network leads will be trained to establish and deliver their programmes so that there is consistency across the groups and in the networks' knowledge and progression maps.

This package also entitles secondary schools to attend regular moderation sessions throughout the academic year, with multiple representation from schools if desired. These will be led by the designated network leads.

- CPD leads, English, Maths, History, Geography, Art, Drama and Dance, Design Technology, MFL, PE, and RE subject specific meetings throughout the course of the academic year
- This package will also include Heads of Sixth Form, Data Manager and Exam leads' meetings
- Please note, this package DOES NOT include attendance at SENDCO forums, these can be booked separately through the Camden Learning CPD site as training
- Peer network for sharing subject specific expertise and course delivery support
- Access to subject moderation meetings throughout the course of the year including peer challenge around grading
- Each moderation session is held at a Camden secondary school across one afternoon



Price

"I was delighted that Argyle had the opportunity to become an official Camden Learning Training Venue, as part of Camden Learning's drive to deliver training for school staff within school venues. This gave us the opportunity to invest in one of our spaces to make it suitable to host training sessions of various sizes, and has generated additional income for the school at a time when budgets are increasingly tight.

I really appreciated Camden Learning going beyond the terms of our Service Level Agreement and offering to continue to pay for their venue bookings that had been cancelled as a result of the coronavirus pandemic during the first school closure. This proactive step demonstrated Camden Learning's understanding of how the current situation is impacting schools and their willingness to provide support where they can to their members.

This approach was also reflected when they identified that the school improvement package that we had initially signed up to was not delivering best value according to our specific requirements, and flexibly applied their sign up rules so that we could take advantage of the more appropriate offer after the stated deadline.

We benefit greatly from the school improvement offer provided by Camden Learning and it has been great to be able to give something back by hosting training sessions here at Argyle."

Jemima Wade, Headteacher, Argyle Primary School



Primary School offer:

- Premium** £11,444
- Standard**£6,242
- Basic** (access to Core Offer only – see page 7)£850

Secondary School offer:

- Premium** £13,158
- Standard** £7,181
- Basic** (access to Core Offer only – see page 7)£999

Academy and Free School offer:

- Premium** £13,158
- Standard**£7,181
- Basic** (access to Core Offer only – see pag e7)£999

Special and 1FE School offer:

- Premium**£9,725
- Standard**£5,304
- Basic** (access to Core Offer only – see page 7)£850

Standard Nursery School £3,500 fixed Per Annum

Early Career Teacher Programme



Growing Great Teachers: Primary

Alongside the core support from your school-based Mentor and Induction Tutor, Camden aims to provide high quality, practical learning experiences.

Workshops will enhance subject knowledge alongside developing the skills and strategies needed to excel in the first years of the profession. The sessions enable networking, support, and building a professional learning community across our schools.

Workshops are led by experienced practitioners who work in our schools.

Cost:
Price on application

Appropriate Body – Support

As an Appropriate Body for ECT Induction, Camden Learning fulfils a statutory requirement and will carry out the necessary verification and administrative processes on your behalf.

This includes:

- Registering the Early Career Teacher (ECT) with the Teaching Agency
- Maintaining records and assessment reports
- Making the final decision as to whether or not the ECT's performance against the Teaching Standards is satisfactory, drawing on the recommendations of the Headteacher
- Providing a named contact and advice line for support and guidance

Growing Great Teachers: Secondary

The Growing Great Teachers programme provides an excellent range of high-quality workshops that model strategies for collaborative and independent learning and provide opportunities to try out the learning activities so you develop the confidence to use them in the remote or face-to-face classroom. Alongside the workshops, ECTs have opportunities to work together across subjects and schools, trying new strategies in Camden's Inner-London comprehensive classrooms with the diverse intake we are so proud of.

We support and challenge ECTs to be the best they can be, nurturing them from the outset and ensuring they have an allocated Teacher Educator in their subject specialism plus an Induction Tutor to quality assure their experience.

The Growing Great Teachers programme is run collaboratively across Camden schools, led by Parliament Hill School. For more information, please contact Joy Morgan at joymorgan@parliamenthill.camden.sch.uk

Cost:
The cost varies depending on the number of participants.
Price on application

Primary Creative Computing from Camden Learning Centre



"The support we receive from the Camden Learning Centre is first class. The planning support and staff training are excellent and on their own are well worth the cost of the SLA. Add in the whole class workshops, which they tailor expertly to meet the needs and link in with our creative curriculum and the parent workshops they deliver, and it's a wonder how they do it. The team are always at the end of an email or phone call with advice or guidance for myself and my teachers – if they don't have an answer they find one!"

Don McGibbon, Headteacher, Fleet Primary School

New Offer for 2021/23

The following support is included in the Gold SLA subscription but does not preclude the purchase of additional support via Gold Plus for bespoke sessions. Additional top-up support can also be accessed for schools on Silver or Bronze SLA subscriptions by purchasing Silver Plus or Bronze Plus days.

- Gathering assessment data through Learning Platforms
- Assessment for Computing
- Online Safety Package (N.B. these can all be delivered remotely)
 - Advice and guidance hotline for all areas of online safety
 - Whole-school body Child Exploitation and Online Protection (CEOP) certification (Ofsted recommended)
 - Resources for the national campaigns
 - Assemblies
 - Classroom sessions
- Additional enrichment classes for themed events
- Digital Citizenship – skills to equip pupils to use digital services positively and safely

Innovation

Camden Learning Centre works with a range of partners from local and national organisations and commercial companies to develop, trial and test new pedagogies and technologies. This enables us to bring exciting projects to Camden schools.

These are some of our latest projects in development:

- Music Technology Projects to complement the computing curriculum and wider opportunities programme in conjunction with the Camden Music Service
- Minecraft (free via LGfL licences)
- 3D coding and Virtual Reality
- SAM Labs physical computing
- RoboHear with UCL Engineering and UCL Museum of Zoology
- The CLC partner with Camden STEAM to support the T in STEAM. This is so that young people are connected to Camden's burgeoning scientific, digital and creative economy. This includes supporting the integration and application of digital skills and literacies into exciting interdisciplinary STEAM projects

Future Developments

We are planning other innovative and exciting developments to support the Computing Curriculum over the coming months and the term of the SLA. These will be developed collaboratively with your input and school requirements in mind. This will include the feasibility of providing a KS3 Computing offer and possibly a loan scheme for computer kit.

SLA Subscription Charges

Gold: 14 days, £5,250 excl. VAT

Silver: 9 days, £3,397 excl. VAT

Bronze: 5 days, £2,100 excl. VAT

Gold Plus: 1 day @ £375 or a half day @ £185

Silver Plus: 1 day @ £400 or a half day @ £200

Bronze Plus: 1 day @ £430 or a half day @ £215

Primary Creative Computing from Camden Learning Centre



Contact: Kevin Collins, Head of Camden Learning Centre or Gillian Ingram, Senior Teaching & Learning Adviser (Computing)

Email: kevin.collins@camdenlearning.org.uk or gillian.ingram@camdenlearning.org.uk

Telephone: 020 7974 4725 or 020 7387 5198

Our SLA packages allows your school the flexibility to select from a range of school improvement activities to support your school's computing curriculum. This includes consultancy sessions offering one-to-one support in specific areas, such as planning a computing scheme of work, creating and implementing a digital strategy or improving productivity using technology.

Creative Computing Curriculum

We provide practical workshops to give children an exciting learning experience. Additionally, this offers professional learning transfer to school staff, led by a Camden Learning teacher with the active involvement expected from the class teacher. We offer teachers the opportunity to observe their pupils' learning in a different context. We can also visit your school to lead a whole class session working alongside a class teacher, work with a specific group of pupils or deliver the session via live streamed lessons.

- Whole-day or half-day class visits to the Camden Learning Centre led by a Camden Learning teacher for projects using technology in a wide variety of curriculum topics. Alternatively, we can attend your school to deliver the sessions or live stream to classes in school or as part of a remote learning timetable for pupils at home;
- Facilitate a school-wide "Computing Week" using a range of engaging activities for all key stages; and
- Materials and resources can be supplied for Creative Computing Units to be completed independently in school or at home.

In addition, your package will give you access to the following benefits:

Remote Learning & Digital Platforms

Since the beginning of the COVID-19 pandemic in March 2020 we have been supporting our schools and teachers to use digital tools and platforms to support learning either in the classroom or at a distance. We can offer:

- Advice on making best use of LGfL resources and services;
- Support with using online learning platforms, especially Google Classroom;
- Online coding challenges to add to your school's home learning materials;
- Online safety advice and guidance for remote teaching and learning;
- Signposts to other repositories of resources;
- Assessment of home learning; and
- Help to ensure your home learning offer is engaging and interactive by the use of a combination of pre-recorded content, online quizzes.

In addition, Camden Learning teachers have the skills and knowledge to deliver model lessons remotely into your classrooms to demonstrate good practice in the use of your learning platform.

"A great session from the CLC into the classroom remotely. The children learnt so many new skills and particularly loved the coding. The teacher pitched the session perfectly and encouraged the children to further their coding journey. Thank you so much!"

Kris Hsieh, Christchurch NW1

Digital Strategy and Curriculum Development

- Advice and guidance on developing a computing curriculum to cover the Computing PoS and a 21st century education;
- Primary computing curriculum health check; and
- Support in developing your school's digital learning strategy.

CPD Training

Bespoke CPD Staff Training Session(s) for you led by Camden Learning staff. Our professional CPD programmes equip teachers with the specialist skills and knowledge that have direct applications in the classroom.

This could include:

- IWB training (SMART, Clevertouch);
- Classroom reporting systems – Evidence Me, Classroom Monitor and all major systems;
- Developing subject knowledge for teaching coding for KS1 and KS2 pupils;
- Making best use of your devices (Chromebooks, Tablets etc) – setup, apps and management; and
- Support for your Computing Subject Leader via termly network meetings.

Camden Music Service



Contact: Deborah Rees, Head of Music Service

Email: deborah.rees@camden.gov.uk

Telephone: 020 7974 7235

Web: camden.gov.uk/musicservice

The Camden Music Service is committed to providing a comprehensive service to all pupils attending Camden schools and to equipping every child for a lifetime's engagement with music. As leader of the Camden Music Hub, we work with a wide and diverse range of professional partners to offer opportunities both within our schools and across the borough.

Our aim is that all Camden pupils get the opportunity to be involved in high-quality music-making in many different styles and genres, through singing, learning an instrument, composing and taking part in group activities.

Our services to schools are individually commissioned, to best fit the needs and strengths of each school.

Details of our service

Instrumental tuition for pupils

We organise instrumental tuition for pupils, supplying suitably qualified tutors who normally teach 10 sessions per school term. The service is able to invoice parents or schools and collect parent payments. Alternatively, where schools wish to take control of invoicing and payments, the service pays tutors the monthly amounts confirmed by the school, then invoices the school for the number of hours of tuition requested.

Tutors prepare a formal report for each pupil once a year during the summer term.

Instrument hire for schools and pupils

We have an extensive collection of instruments suitable for pupils and these are available for highly subsidised hire on a termly basis.

For schools engaged in the whole class instrumental programme, the service is able to hire class sets of instruments to schools.

Whole class instrumental tuition

The whole class instrumental tuition programme (known as "Wider Opportunities") is offered at a highly subsidised rate to primary schools for 10 weeks each term (30 weeks per year). The aim of the project is to enable every pupil in a school to learn an instrument for a year free of charge; we emphasise the idea of the class band. Because every school is different, we aim to provide a bespoke project taking into account the strengths within the school and existing musical activity.

Support for singing and school-based ensembles

This is provided via borough events, and in response to requests from schools.

Access to special projects with external partners

With our Hub partners, such as the Orchestra of the Age of Enlightenment, the Royal Academy of Music, and the English Folk Dance and Song Society, we are often able to broker special projects which build on the work of students in school and offer high-profile performance opportunities.

Borough Festivals

Including the biennial Schools' Music Festival at the Royal Albert Hall.

Network meetings every term

We organise at least one network meeting per term open to all school-based music staff.

Schools' membership of Music Mark

Music Mark is the national organisation for music services and offers a range of resources, advice, advocacy, training and conferences. We can nominate Camden schools for free membership.

Camden Music Service charges

In response to feedback from schools, annual subscriptions have been agreed to ensure a comprehensive borough music service.

Annual membership fees

£2,494 for secondary schools

£1,871 for two-form entry

£1,247 for one-form entry

Whole class tuition (Wider Opportunities)

From **£345** per class per year in primary schools: Contact Camden Music to arrange your customised service

Ensemble support from **£37.23** per tuition hour

Other charges (examples)

Gold schools additional work for school (orchestra, choir, groups) from **£34.40** per tuition hour

Silver schools where we supply tutors and school manages parental billing from **£31.70** per tuition hour

Complaints Support and Advice Services

Contact: Owen Rees,
Head of Governor Service and Company Secretary

Email: owen.rees@camden.gov.uk

Telephone: 0207 974 4449

Complaints are often difficult and complex, with a legal framework that makes large demands on school leaders and governors.

The service provides specialist advice and support to schools staff and governors in dealing with complaints. This includes detailed advice on drafting responses, support with vexatious complaints and guidance on managing investigations. The service will also provide advice on setting up and running governor complaints panels, including support with identifying independent governors and with writing responses.

The service will also include an updated model policy and a set of templates for responses. The package includes an annual governor training session and will include a briefing for Heads and senior leaders on any revisions to the policy, while in-school training for staff and governors is available on request. Responses to queries will normally be responded to within two school working days.

The service is led and primarily delivered by Owen Rees, Head of Governor Service and Company Secretary.

Cost:
£785 per financial year
exc VAT

"The Complaints Service is the best money I have spent on an SLA. The team are incredibly knowledgeable and professional. When I have been faced with very difficult and complex complaints they have been the person at the end of the phone with clear advice, practical support and the ability to really listen and be there for me."

Camden Headteacher

"The support I received from Camden's Complaints Service was massively helpful in dealing with a difficult complainant. I might have quit my job if it wasn't for Camden Learning's Complaints service!"

Camden Headteacher



Governing Body Clerking Services

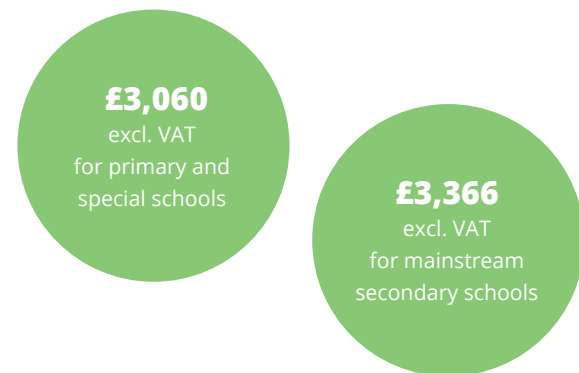
Contact: Owen Rees, Head of Governor Service and Company Secretary
Email: owen.rees@camden.gov.uk
Telephone: 0207 974 4449

Good clerking is an essential for effective governance; the Governor Clerking Service will ensure that you get the support you need. The Governor Clerking Service provides a quality service at highly competitive rates. Under the service, every school is assigned a dedicated clerk based on the needs of the Governing Body, and their work is supported and quality assured by the Camden Learning Governor Services team through a programme of review and observation.

The service is designed to provide governing bodies with the following:

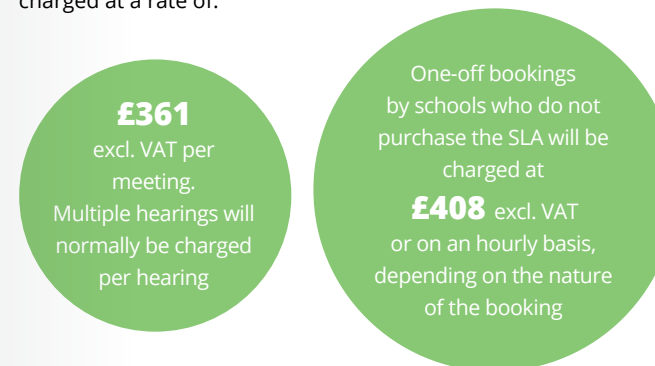
- High quality clerking service consistent with statutory and Ofsted standards and requirements;
- Accurate and professionally produced minutes demonstrating challenge and support from Governors;
- Governing body membership management, agenda planning and document management including distribution of agenda papers via Governor Hub and maintenance of attendance records;
- Clear and correct advice on procedure before and after meetings;
- Reliable service with cover available for emergency meetings and panels;
- Clear Key Performance Indicators for the service, including deadlines for draft minutes and agendas.

The service carries an annual charge of:



The annual charge entitles the school's governing body to clerking for up to six meetings.

Additional Governing Body and Committee meetings, including Pupil Discipline, Staff Discipline, Complaints and Grievance are charged at a rate of:



Camden Learning also provides clerking services to single academy trust and multi academy trust schools; prices may vary for schools in these categories, subject to a review of the work involved.



Royal Free Hospital Children's School

Alternative Provision Offer 2021/22



1 GCSE Programme @ The Hive

The Royal Free Hospital Children's School is a Community Special School based in The London Borough of Camden with a diverse intake of students from both Camden and surrounding boroughs.

We offer high-quality education for all children who are inpatients or day patients at the Royal Free Hospital. We also provide a limited number of places (around 20) on an alternative GCSE programme for children who are not inpatients but who are receiving support from medical or mental health services. Priority is given to young people living in the London Borough of Camden or attending local schools.

Pupils at The Hive tend to have complex and inter-related special educational needs affecting their ability to learn which would include one of the following:

- Significant emotional vulnerability or mental health needs affecting their ability to thrive in mainstream school.
- Severe and persistent attendance issues in association with significant anxiety, emotional vulnerability and/or school refusal.

RFHCS is able to make a fairly full offer of 5+ GCSEs at KS4 as well as a good range of alternative qualifications and accreditation. We are registered with all UK public examination boards.

On a day-to-day basis, the school provides class-based group teaching, opportunities for KS4 self-supported study and one-to-one tuition, which includes time with their Personal Tutor and a range of additional support and interventions. Teachers create a professional but very supportive and collaborative learning environment – called "The Challenge Model" – tailored to the needs of this largely anxious/vulnerable target group.

For 2021/22 standard places on the KS4 GCSE Programme will be funded through an SLA at £9,000 per year. The SLA clearly sets out roles and responsibilities for the placement together with a more detailed overview of the provision [here](#). Pupils will be on dual or single roll depending on their year group or situation.

Any further questions or queries please get in touch at head@royalfree.camden.sch.uk or have a look at our website at www.royalfree.camden.sch.uk

Cost:

£9,000 per year
(funded through
an SLA)



2 The Thomas Group @CLC

The Thomas Group is a small, nurturing educational setting primarily aimed at children aged 11-14 presenting with social, emotional or psychological difficulties that have made attending mainstream education difficult. Priority is given to young people living in the London Borough of Camden or those students attending local schools. The group is currently located at the **Camden Learning Centre** and the aim is to provide a *short-term intervention* over no more than two terms.

Personalised and effective education is provided, helping to keep children motivated, connected to their normal world and preventing them from falling behind or suffering educational failure. The majority of children recruited to the group are receiving support from medical or mental health services and The Thomas Group facilitates their recovery from the emotional, psychological and educational deficits they have experienced.

Pupils in The Thomas Group typically present with complex and inter-related special educational needs which affect their ability to learn. This could include one of the following:

- Significant emotional vulnerability or mental health needs affecting their ability to thrive in mainstream school.
- Severe and persistent attendance issues in association with significant anxiety, emotional vulnerability and/or school refusal.

On a day-to-day basis the normal curriculum is taught and in addition pupils are rehabilitated to a learning environment consisting of class-based group teaching, opportunities for KS3 self-supported study and one-to-one tuition and therapeutic interventions. The Thomas Group provides a professional but very supportive and collaborative learning environment – tailored to the needs of each individual. Pupils get individual attention from the same teacher while remaining in a classroom context and over time this generates trust and enables them to re-engage in learning.

For 2021/2022 places in The Thomas Group will be funded through an SLA at a cost to Camden schools of £2,000 per term. The SLA clearly sets out roles and responsibilities for the placement together with a more detailed overview of the provision and how to make a referral. Pupils will generally be placed on dual role with the RFHCS and their home school for the duration of the placement.

Any further questions or queries please contact The Thomas Group Director - Margaret Moore Margaret.moore@royalfree.camden.sch.uk or have a look at our website at www.royalfree.camden.sch.uk

Cost:

£2,000 per term
(funded through
an SLA)

Royal Free Hospital Children's School

Alternative Provision Offer 2021/22

3 LinkEd Up

RFHCS is trialling a new pilot remote learning programme from Autumn 2020. LinkEd Up is currently planned as two weeks of online sessions for secondary age run by the RFHCS and occasionally young people's own school staff would sit in on them.

The online sessions would be aimed at helping young people come to terms with their anxieties about returning to school, and would seek to re-engage them by establishing links with staff from their own school.

Online activities during the two weeks would include drama-therapy, P4C, circle time and group tutor sessions, along with Art, Music and an introduction to self-help for anxiety through www.thinkingcards.org

If you think there maybe one or more young people at your school who are not returning, or have poor attendance after lockdown and you would like to work with us to try to address the problem, then please email Mike Kelly at michael.kelly@royalfree.camden.sch.uk

Cost:

There is currently no charge for the pilot programme



Schools Library Service



Contact: John Calcott, Head of Islington Library Services

Email: John.Calcott@islington.gov.uk

Telephone: 020 7527 5827

The Schools Library Service (SLS) provided by our partner Islington Schools Library Service offers a comprehensive book stock, multi-media / artefacts and costume resource and an advisory and consultancy service linked to the national and wider curriculum from foundation stage to KS2.

SLS provides schools with access to more curriculum-related books and resources than a school could afford to purchase outright in any year.

Experienced and professional staff provide high-quality practical support, advice and curriculum-related material to help schools build a reading culture and an excellent library, as well as offering assistance in meeting Ofsted requirements with regard to reader development and information management.

Professional advice and guidance is provided on how to encourage and promote reading for pleasure. A bespoke service is offered to schools based on topic boxes, individually designed for the teaching and learning needs of each teacher. For the annual subscription, a two-form entry school using their full entitlement will borrow resources with a value of at least £60,000. With a monthly input of new titles, artefacts and costumes, SLS ensures its stock reflects current reading and curriculum requirements.

By using the school library service your school can:

- Save time and money;
- Respond effectively and quickly to curriculum demands;
- Develop children's learning experience and create a lifelong love of reading;
- Establish independent learning and information management skills at an early stage of pupils' education; and
- In addition to our core offer to primary schools, we also offer the Camden Reading Road Map for Years 5 & 6 to all our subscribing schools and a discounted price on the Adventure Reading Road Map for Years 1 & 2 and the Camden Reading Road Map for Years 3 & 4.

Subscription offer includes:

- Six topic loan requests a year per class teacher, which includes a book box and an artefact box;
- Costumes will be provided to support appropriate topics;
- A free set of resources to support The Camden Reading Road Map for Years 5 & 6. This includes
 - A copy of the Camden Reading Road Map for each child in Year 5 & 6;
 - Certificates and stickers to support the reading initiative;
 - A full set of all 60 titles listed on the Camden Reading Road Map;
- Discounts on both the Adventure Reading Road Map for KS1 and The Camden Reading Road Map for Years 3 & 4;
- Discounted charge on our selection of Class Reading Sets (£20 per set of 16 copies of a title) - £55 per set for non-subscribing schools;
- Ad hoc requests to support school displays; Black History Month, author displays and ad hoc requests to support end of term productions, includes costumes and artefacts;
- An initial advisory visit to your school library or 'book corner' to advise on stock management;
- Costumes for teachers to support World Book Day;
- Access to our eBook platform with a minimum of 30 logins;
- Access to the ELS YouTube Storytelling channel;
- Advice and support on School Library Management Systems and support with the cataloguing of your school library (1 x free day);
- Discounts on books ordered through our book supplier – Peters in Birmingham. Showroom visits can also be arranged where ELS staff will attend to give advice on stock and help with the selection of stock for your school library; and
- Delivery and collection of resources.

Consultancy services

Designed for schools who wish to concentrate resources on the improvement and development of their library facilities and stock.

Our advisory training and consultancy services can bring your library up-to-date and help students develop their library and research skills. We offer advice on stock management and library organisation including furnishing, classification, cataloguing and stock audits. We procure new books and learning resources on your behalf at heavily discounted prices.

This service offers best practice when creating new school libraries or 'book corners' and the use of learning resources in the classroom, including curriculum-related artefacts and eBooks.

Our professional library staff are also available to work in school libraries, e.g. one day-per-week, running the library or providing additional support as and when required.

SLS SLA and other fees/charges

- Subscription charge: **£17.85 per child**
- Class Reading Sets: **£20 per set** (Includes 16 copies of one title)
- Consultancy Service: **£250 per day** (Initial half day included in SLA)

Order Form

Please follow the download button below to complete and return the order form by Friday 12th March

SCHOOL IMPROVEMENT PACKAGE	PREMIUM	STANDARD	BASIC
Governor Training and Consultant Support	£729	£770	£870
Inspection Data Summary Data	£102	£112	£145
Primary School Analysis booklets	£520	£551	£630
Secondary School Analysis booklets	£520	£551	£630
Get Ofsted Ready (1FE)	£1,663	£1,775	£1,960
Get Ofsted Ready (2FE +)	£2,081	£2,203	£2,450
Action Research projects	£520	£551	£630
Primary Curriculum Networks <small>Prices are for access to all networks for 2021/22 Pricing will be reviewed for 2022/23</small>	£250	£300	£365
Secondary/Moderation Network Package	£1,301	£1,377	£1,545
Headteacher/Deputy Headteacher recruitment	Price on application	Price on application	Price on application
Support for Primary PE and Sport	£250	£275	£325
ADDITIONAL SERVICES			
Growing Great Teachers: Primary		POA	
Growing Great Teachers : Secondary		POA	
Primary Creative Computing from Camden Learning Centre	Gold £5,250	Silver £3,397	Bronze £2,100
Camden Music Service	Secondary Schools £2,494	Two-form entry £1,871 for	One-form entry £1,247 for
Complaints Support and Advice Services	£785 per financial year		
Governing Body Clerking Services	Primary Schools £3,060	Secondary Schools £3,366	
Royal Free Hospital Children's school - GCSE Programme at The Hive	£9,000 per year		
The Thomas Group at CLC	£2,000 per term (funded through an SLA)		
Schools Library Service	Subscription charge £17.85 per child	Class Reading Sets £20 per set	Consultancy Service £250 per day

[Download order form](#)



Appendix

Camden Learning Standard Terms and Conditions of Business

For the Avoidance of Doubt

If there is any inconsistency between any of the provisions of the Service Specification, the School's SLA agreement with the Company ("SLA") and these terms and conditions then the provisions of this agreement shall prevail.

1. Definitions

1.1. **"Agreement"** means these terms and conditions.

"Calendar Bookings" refers to the agreed delivery patterns and times for a product available online or by other means as agreed with the Site Customer.

"Camden Learning" is a not-for-profit school improvement company/partnership between Camden schools and the London Borough of Camden. The registered address is 11th Floor, 5 Pancras Square, Camden, London, N1C 4AG.

"Company" means Camden Learning.

"CPD Training Course" means any continuing professional development training course offered and booked or ordered by the school or client customer.

"Customer" or **"Site Customer"** means the school or client Customer referred to in each Order, A Quote or Price Offer will equate to an agreed price after having been ordered as a required Product or Service.

"Intellectual Property Rights" means patents, inventions, trademarks, service marks, logos, design rights (whether capable of being registered or otherwise), applications for any of the foregoing, copyright, database rights, domain names, trade or business names, moral rights and other similar rights or obligations whether capable of being registered or not in any country (including but not limited to the United Kingdom) and the right to sue for passing off.

"Invoices" means sales invoices from the Company, sent to the Customer for the Price of Products or Services ordered online or otherwise booked as a confirmed order.

"Order" means the written request for Products or Services received by Camden Learning from the Customer which

includes the package type, the Service Level Agreement Subscription Price and the Service Level Agreement Subscription Period.

"Price" means the amount payable to Camden Learning for the Products or Services as specified in each Order. A Quote will constitute a confirmed amount to be paid for charging purposes.

"Products or Services" means any Products or Services ordered by the Site Customer as contained in any Order.

A **"Proposal"** or **"Price Offer"** refers to any Service proposal in the Order, which may form part of this Agreement.

A **"Quote"** means the price we quote to the Customer for Services.

A **"Service Level Agreement Subscription"** refers to Products and Services supplied by Camden Learning (or partner organisations trading on the Company's behalf) and set out in the Order during the Service Level Agreement Subscription Period.

"Service Level Agreement Subscription Period" refers to the duration of the Service Level Agreement Subscription.

2. Products and Services

2.1. Camden Learning agrees to supply during the Service Level Agreement Subscription Period and the Site Customer agrees to purchase the Products and Services with the terms and conditions as set out in this Agreement and those forming the online checkout process.

2.2. The Company will endeavour to provide the Products and Services to the Customer in accordance with the defined Order, Quotation or Price Offer.

2.3. We may choose to provide Products and Services by the use of recognised contractors and trading partners. Where this occurs this will be identified in the relevant brochure or on our website and other supporting documentation and will be explained for each service offered by Camden Learning.

3. Payment

3.1. The Site Customer agrees to pay Camden Learning or in accordance with the service payment requirements, and the Price for the Products and Services.

3.2. Camden Learning reserve the right to charge interest (at a rate of 4% per month or as otherwise in force from time to time) calculated on a daily basis from the date payment is due until payment is received.

3.3. If a Customer has paid for Products and Services that for any reason the Company are unable to provide, other than in situations where the Products cannot be provided because of some act, failure to act, delay or negligence on the part of the Customer, either the delivery of the product will be delayed, to such time, that Camden Learning can arrange to deliver it or the Customer will be refunded or not charged for the Products.

3.4. If a Product or Service has been requested by the Customer without a written order and the Customer accepts delivery of the requested Product or Service, this will constitute an Order and the Customer will be subject to these terms and conditions and charged for that Product or Service.

3.5. All Camden Learning Services and Product prices are quoted exclusive of VAT.

4. Quotations and Proposals

4.1. The Customer, by signing the Quotation or Proposal set out in the Order, accepts the Price proposed by Camden Learning for the Products and Services offered and shall be bound to pay that Price.

5. The Obligations of the Service Supplier

5.1. Camden Learning shall make every endeavour to provide the Products and Services in accordance with the Order, Quotation, Proposal and any other specific requirements that have been agreed between the parties in writing.

5.2. Should any revisions to the Quotation be required, for example because of a necessary change of specification or price, Camden Learning will advise the Customer of these revisions and agree the details of the final order before order confirmation is made.

5.3. Camden Learning shall not be responsible for price changes from equipment and other third party suppliers, but will make every endeavour to advise the Customer of any changes and the impact on any order.

6. Delivery

6.1. We shall endeavour to deliver the Products at the time and date and in the manner specified, or as otherwise agreed with the Customer.

6.2. The Products may, by mutual agreement, be delivered in advance of the delivery date quoted on the Order, Quotation or Proposal.

6.3. Camden Learning shall normally run services from 1st April ending 31st March. Annual Subscription Products delivered for a school academic year basis shall run from 1st September ending 31st August. Orders for more than one year shall be for multiples of full academic or financial years.

7. The Customer's Obligations

7.1. The Customer shall provide Camden Learning, in good time, with all necessary information or confirmations required to undertake, perform or provide the Products or Services.

7.2. The Customer will provide reasonable access to its premises if Camden Learning or its trading partners reasonably require it for the delivery of the committed Products or Services.

7.3. The Customer shall at all times comply with Camden Learning's Zoom Policy as may be updated by Camden Learning from time to time.

Appendix

Camden Learning Standard Terms and Conditions of Business



8. Modifications and Variations

- 8.1. In exceptional circumstances, Camden Learning may need to vary the schedule, content or delivery of the Products or Services and will advise the Customer of their intention to do so.
- 8.2. In some instances, individual Products or Services may have discreet terms and conditions applicable to their particular Product or Service. These shall be in addition to the terms and conditions outlined herein. Should there be any conflict between these terms and conditions and the other terms and conditions then the order of precedence will be as stated in the additional terms and conditions.

9. Termination/Cancellations

- 9.1. Camden Learning sets out clear policies for termination of services or contracts. Either party may cancel any or all of the Products or Services contained in the Order, Quotation or Proposal by giving the other at least six months written notice for School Improvement SLA subscriptions and not less than 12 weeks for all other and services.
- 9.2. If the Customer gives Camden Learning less than six months for SLA services or 12 weeks' notice for other Products, or cancels part-way through delivery of the Products or Services, it may be liable for the full cost of the Product or Service ordered or charged. Any costs that the Company incurs because of the cancellation, up to the full cost of the identified Product or Service.
- 9.3. In the event that Camden Learning are unable to supply all or any part of the Products or Services, it shall refund the Customer for that part of the Products it cannot deliver or amend its charge as might otherwise be agreed with the Customer.
- 9.4. If Camden Learning has scheduled products or services to take place on the Customer's site, and the Customer fails to advise the Company, or its trading partners of any change in the schedule of those who will be receiving the Products or Services within 48 hours before the Service is due to be carried out or the Products are due to be delivered, then those Services or Products shall be deemed to have been delivered and will be charged.

- 9.5. If delays are caused by the Customer not responding to Camden Learning with suitable delivery times to enable a delivery to be made, the Company may extend the time in which delivery of the order can be fulfilled. If no further action is taken after an extension of time is granted, may deem the products to have been delivered and the Customer will be charged accordingly.
- 9.6. If a Party is in breach of a material term of this Agreement and despite written notice from the other Party, fails to remedy such breach within 30 days, then the other Party shall be entitled to terminate this Agreement with immediate effect.
- 9.7. The Company may cancel all or part of the Products or Services (and may refund a reasonably apportioned percentage of the Price on a quantum meruit basis) if it is considered that the usage of the Product or Services exceeds what is consider reasonable usage under all the circumstances.
- 9.8. If the Customer cannot attend a training course, they shall give no less than five working days written notice and have the right to defer to another date, subject to availability. Cancellation after the start of the course, or if no cancellation notification for a booking, will be subject to a non-attendance penalty charge
- 9.9. If the Customer does not attend a training course or does not give notice as required by clause 9.8, then the Customer will be liable for the full cost of the training course or as otherwise agreed.

10. Non-Solicitation of Employees

- 10.1. The Customer shall not, for a period of 12 months from the date of delivery of the Products or end date of the Services (except with the prior written consent of Camden Learning) directly or indirectly solicit or entice away (or attempt to solicit or entice away) from the employment of Camden Learning, any employee, worker, consultant, associate or other person involved in the delivery of any Products or Services ordered under this Agreement.

- 10.2. The Customer shall not solicit similar Products or Services, as it may have in the past received from Camden Learning, from an employee of Camden Learning via a private arrangement with that employee.
- 10.3. If the Customer breaches clauses 10.1 or 10.2 above, it shall without prejudice to any other rights or remedies of Camden Learning, on demand, pay a sum equal to either three months' basic salary payable by either party to that employee or worker, or five times the Price for the Product or Services in the case of a consultant or associate plus the recruitment costs incurred by the Company in replacing such person.
- 10.4. To assist Camden Learning safeguard their intellectual property, we ask the Customer to inform us immediately, should former employees of Camden Learning provide Products or Services, which the Company can or would normally provide a Service for.

11. Confidentiality and Data Protection

- 11.1. The Parties shall keep confidential all information pertaining to the Products and Services and this Agreement, unless otherwise agreed.
- 11.2. All information processed under this Agreement shall be dealt with in accordance with Camden Learning's common law duty of confidentiality, our Data Protection policies and any guidance from the Information Commissioner's Office on information sharing, the Data Protection Act 2018 and compliance with the GDPR and the Freedom of Information Act 2000.

12. Health and Safety

- 12.1. Camden Learning or other trading partners acting on its behalf and any of its personnel shall, when using the Customer's premises or facilities, comply with the Customer's policies and procedures relating to security and workplace health and safety.

13. Copyright and Intellectual Property

- 13.1. All Intellectual Property Rights in all reports and documents produced by Camden Learning in the performance or provision of the Products or Services and in any continual professional development (CPD) sessions or other training events hosted by Camden Learning, including digital recordings captured of such CPD sessions and training events, shall remain vested with the Company. Subject to Clause 13.3, Camden Learning reserves the right at its entire discretion, to grant an irrevocable, royalty-free licence to the Customer to use such goods, reports and documents for the specific purpose of the Products or Services.
- 13.2. Any Products or Services, CPD sessions or training events which the Customer shall purchase, may only be reproduced for non-commercial or training purposes on condition that the school, organisation or individual using it has purchased the Product or Service or because that school, organisation or individual has been granted authorisation to use this material by Camden Learning or by special agreement with Camden Learning. For the avoidance of doubt, Products or Services, CPD sessions or training events (or recordings thereof) may not be passed on, resold, amended or delivered to a third party (either for commercial or non-commercial purposes) who have neither purchased the Product or Service, CPD session or training event, from Camden Learning on its behalf or had the written permission of either party for Camden Learning to use it.
- 13.3. Customers are prohibited from the use, re-use, reproduction of and storage of any digital recordings of any CPD sessions or training events relating to the Service Level Agreement Subscription, without prior agreement.

14. Dispute Resolution

- 14.1. Concerns relating to the Products or Services provided under this Agreement should be raised in writing, in the first instance, with the nominated service contact person.

Appendix

Camden Learning Standard Terms and Conditions of Business

- 14.2. If the Customers' concern is not resolved it shall be escalated as set out in Camden Learning's complaints process, which can be found on the Company's website.
- 14.3. Where a dispute arises that is not settled within the above resolution processes, an option is for referral to Camden Learning's Managing Director. In this case, any decision shall be final and binding on all parties.

15. Limitation of Liability

- 15.1. Camden Learning will provide and/or perform or procure the Products and Services for the Customer with reasonable skill and care and acknowledges that it may be liable to the Customer for any losses, damages, costs or expenses ("Losses") if a breach of the duty of care, wilful default or dishonesty is established.
- 15.2. Camden Learning will maintain suitable insurance coverage at a level commensurate with an organisation of the Borough's size and risk profile and include appropriate cover for employer's liability and professional indemnity.
- 15.3. The aggregate amount of liability of Camden Learning whether to the Customer or to any third party, in contract, tort or otherwise, for any losses arising from or in any way connected with the Products shall be limited to a maximum of ten (10) times the itemised contract value, or £200,000, whichever is less, subject to Clause 15.4.
- 15.4. Camden Learning will not be liable if any claimed losses are due to the Customer providing false, misleading or incomplete information or documentation or due to the acts or omissions of any person other than an employee or agent of the Company.

16. General

- 16.1. This Agreement constitutes the whole understanding between the parties and supersedes any prior discussions, negotiations, arrangements or agreements between the parties in relation to the Products or Services.
- 16.2. The invalidity or unenforceability of any provision of this Agreement shall not affect the continuation in force of the remainder of this Agreement.

- 16.3. The rights granted to either party under this Agreement shall not be waived except in writing. Any waiver of any such rights or of any breach of this Agreement by either party shall not be construed as a waiver of any other rights or of any other or further breach.
- 16.4. Failure by either party to exercise or enforce any rights conferred upon it by this Agreement shall not be deemed to be a waiver of any such rights or operate to bar the exercise or enforcement thereof at any subsequent time or times.
- 16.5. The section headings contained in this Agreement are for convenience purposes only and shall not affect the interpretation of this Agreement.
- 16.6. Nothing in this Agreement confers or purports to confer any right pursuant to the Contracts (Right of Third Parties) Act 1999 or otherwise to enforce any of its terms on any person who is not a party to it.
- 16.7. All prices listed or displayed on the Camden Learning website or brochure are correct at the time of their being published. However, the Company reserves the right to amend prices from time to time. All current and up-to-date prices are available on the website to be found at www.camdenlearning.org.uk.
- 16.8. Camden Learning reserves the right to update these Terms and Conditions from time to time.

17. Law and Jurisdiction

- 17.1. The Parties accept the exclusive jurisdiction of the English Courts and agree that these Terms and Conditions, the Order, and all non-contractual obligations and other matters arising from or connected with the agreement, are to be governed and construed according to English Law.

Revised July 2020





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