



Evaluation of Administrators/Bursars Conference October 2009

30 replies (not all replied/marked each section on evaluation form)

Date	Speaker	Very Poor (0)	Poor (1)	OK (2)	Good (3)	Excellent (4)
Monday 5 Oct	Rob Long			2	9	17
	Quiz	1		3	11	10
Tuesday 6 Oct	Jane Lloyd			1	19	8
	Becky Brine		1	1	11	8
Wednesday 7 Oct	Alan Earl				8	22
	Charles Hackett			2	5	19
	Hotel Facilities			1	14	14
	Conf Administration			3	11	16
	Exhibitors		2	5	13	7
OVERALL RATING				1	12	13

Comments on Each Section:

Rob Long

It took a very short time to realise this was mainly about relationships and attitude. Useful tips were give for job happiness. Don't actually recall any mention of time management! But entertaining nevertheless.

A very entertaining and thought provoking day – not sure he did 'time management'

Very entertaining – would have liked to have seen time management as per schedule

Very entertaining

Brill – very interesting and entertaining – very helpful - brill

Entertaining as always but also very interesting

ATTITUDE – 100%

Always good

Thought provoking as usual

Brilliant!

Very good, although I have heard some of the content previously

Good lessons for personal relationship as well as work relationship. Some of the material was the same as last year but still a good and entertaining speaker I don't think he mentioned 'time management' unless I missed something!

Always enjoyable and entertaining – would like a 1:1 session with Rob

Despite knowing Rob personally and having heard him speak several times I find this thought provoking, inspirational and pertinent to me both personally and professionally

Problem is a problem not the person. Will use this to be a more effective person – using this to help with Tuesday speakers

Good light hearted start – did not talk about time management continued with previous presentation and lost his point. Too much!

A very entertaining and enjoyable session. Not sure where the time management element was

Inspiring presentation, v entertaining but also thought provoking. Time Management was the main session I was interested in when I booked but Rob overran on his first session and did not touch on this at all!!! V disappointing

A very good speaker – stress good – where was time management?

Excellent speaker – kept the audience attention at all times. Will be taking some valuable concepts away. Time Management not covered

Time Management – did not cover which would have been useful

Always enjoy the interaction

What a lovely man! Inspirational

Quiz

Well run and all done in 1 hour. Not too long

Pitched just right! Challenging but not too difficult, great length of time too!

But we didn't win!!

OK – always enjoy a quiz – fun!

Fun

Good fun

Entertaining

Light hearted and reasonably enjoyable although I am not a 'quiz person'

Excellent because we won! - sorry Izzi

We Won!!

Well organised this year. Dinner arrangements better than last year

Good fun

Pleasant social evening

Good Fun

What a great way to mix and meet new colleagues (my team won)

Jane Lloyd Masters

Radio advert exercise very enjoyable. Feedback was very encouraging. Gave us more confidence. Useful tools learnt that can be used at a later stage in staff conflicts. Very useful helped me come to a decision about a difficult situation.

Very well structured, fun and challenging and an inspiration to many.

Complaints and Grievances – not done.

Hopefully I will be able to use some of these strategies back in my workplace.

OK unfortunately only just studied this recently so not as interesting as perhaps it would have been otherwise!

I found lots I will take away to use back at school – very useful

Although not planned a good day – Complaints and Grievances – did not exist – disappointed

Complaints and Grievances – not covered

Strategies discussed but no answers offered. Complaints and Grievances did not happen. Workshops - interesting session to take part in

The radio advert was a good way to practise teamwork Some of the transaction analysis is too theory based for my own personal situation and way of working. Workshops – discussing various situations in schools was beneficial

Jane very engaging – other presenter too quiet (Richard)

I've done these kind of sessions before but though Jane put a different angle on it – Richard was too softly spoken

Thought provoking. Helpful with professional situations

Morning OK. Found that 1 speaker 'too quiet in voice'. Mark very good. Hope to use Rob Long's mantra to help when get back to base!

Found parent/child interesting. You gave me lots of information how to spot problems, but not what to do about it.

Morning session more enjoyable than afternoon session – more focussed. Workshops – an enjoyable and worthwhile exercise

Good task – 1 minute advert. Did not really cover complaints and grievances – but session interesting nevertheless

A whole day with the same presenters was tiring. Workshops refreshing and interesting

Very good but would have liked to have covered grievance procedures. Workshops very worthwhile – helped to discuss issues

Workshops enjoyable

Some helpful issues dealt with here

Becky Brine

Suited the mood and setting – very relaxing

Beautiful – a lovely end to the day

Not many attended – excellent

Pleasant

Singer good – little support

Lovely

Excellent entertainment

Very pleasant to listen to

Nice background music

Ok

Alan Earl

This made me think a lot more about outside my role

Outstanding – very thought provoking!!

Excellent – scary

Unfortunately highlighted a few areas of weaknesses but highly informative

V interesting and disturbing. Reinforces what we are doing and what we should

Lots of useful info

No David – shame but Alan gave a good insight into Internet Safety

Informative

Very interesting and well put over

Would like to get Alan into school for staff training/info for parents

Excellent advice given – want to do an INSET now on Internet safety

Very interesting

Relevant and topical

Brilliant – you can never stop giving this message for professional and home life

An eye opener! As a parent and as a SBM

Excellent – wish all ICT staff had been present

Raised issues I hadn't thought of

Interesting – update from previous year

Extremely interesting and informative

Alan was very informative pity Dave did not make it

Brilliant – lot to think about

Very informative and thought provoking

Very interesting but maybe not entirely relevant

Something to think about – thought provoking!

Very informative – lots of information given

Charles Hackett

Essential information about new framework – very useful overview

Very informative – panic setting in right now!

Very informative

Lots to go back and check!

Went on too long! Didn't keep my interest

Very helpful

Excellent

Excellent very informative

Brilliant, concise and extremely well delivered

Lots to do! Given us guidance to prioritise

Very well presented. A lot of information to take on board

Very interesting

An important issue well covered

Really important stuff – we are living proof – just dropped from Outstanding to Good!!

Very informative and useful

Excellent – but more work to do back at base!

Wish this had been earlier in schedule so could have talking and thinking time on this important topic

Very informative and interesting

Useful summary of new framework

Very relevant – good – interesting

Found very useful – I need this

Useful information

Hotel Facilities

Worth using the pool before breakfast – very refreshing. Food very good.

Faultless

Food excellent – room too noisy deliveries started at 4.15am – trolleys moving all night

Very warm in the bedroom – enjoyed the swim

Good food and room

Room lovely but deliveries start at 4.15am. Food and service excellent

Very good

Hotel very easy to find!

Only here for one day

Food very good – room adequate

Need better broadband coverage though would like to access in bedrooms

Food exceptional – first room dreadful – small and depressing. Second room much better glad I swapped rooms or probably would not have come again –having travelled a long distance you want nice bright and comfortable room when you get here.

Food very good. Room hot and rather devoid of daylight!

Coffee/tea poor. Lunch and dinner good

Conference Administration

There were no problems. The team dealt with everything very well.

Excellent

Well organised

No detailed information about timetable this year or speakers prior to arrival

Seemed a little misjoined

As day delegates it would have been useful to have times on initial programme

Perfect

Exhibitors

Only interested in SG World and HAYS. Other equipment not relevant to my job.

Good range – well informed and presented

More stationery and freebies!

Good cross section

Limited coverage of resources required

Poor not very exciting

Nice to see a local exhibitor

Very friendly and informative

Any Other Comments

Essential for Business Managers and Office Managers alike. Want to come again.

Great conference – I am sure we'll be back

Not enough biscuits at refreshment times

Food was great

Great to meet others in the same boat! Keep it up

Still would like to perhaps have team-building (as Heads)

Well done to you all for organising an enjoyable and informative conference

Overall Rating

Thoroughly enjoyable and relevant

Will be better next year – 2 days. 3 days is difficult to justify away from school

Not quite as good as last year, thought the exhibitors not so good

Therapy, group swim, beach walk manicure

A very enjoyable experience

SUGGESTIONS FOR FUTURE CONFERENCES

Recruiting office staff and Training and Development of Office Staff

Developing and furthering personal training needs

Succession Planning and Retirement

How to teach an old dog new tricks working with staff resistant to change!

Opting out of some Local Authority services and going it alone!

Martin Kerslake

2 days will be easier to achieve – always difficult to have time out of school

2 days will be better

Will send email later

More life like experiences and ways of resolving them. On this occasion the first 2 days were filled with return appearances. New blood is required.

On a Thursday and Friday would be better for me re travelling. Still would come to Torquay day before though. A welcome phone call on day you arrive so you know what to do where to meet etc as you don't receive info pack until day of conference. I came down on the Sunday and felt a little lost at first.

A proper time management presentation from a special school that has got it right. Showing management situations, job descriptions, impact of social services etc. I want inspiration and ideas, I want to learn, I don't want to invent my own wheel. Also discussing the specific challenges of high staff/child ratios on budgets, personnel issues, overheads.

A session on grants that are available this year and how to apply for them, how to complete bids, alternative funding options

I know it is more difficult to arrange but workshops are incredibly useful. Could we have something on Grants and Fundraising.

Time management

David Wright! Would like to have another session with Jane Lloyd, perhaps ½ day on team dynamics

What Impact will the conference programme have in your day-to-day role and your future professional development?

The Parent-Adult-Child behaviour types were particularly interesting and can be used as a tool in many situations. I feel I can be more confident at work about giving direction to team members, and helping them develop.

Will help link the roles of the admin team by being able to manage conflict better, and therefore have a more effective team.

How I interact with team spend more time on my CSBM

The conflict management reinforces recent study and hopefully will be of benefit. Internet safety was interesting and very informative – advice well used at school.

Brilliant conference – I have gained a lot of useful information and tips – thank you for all the hard work you all obviously put into it to make it so successful.

ATTITUDE!!

The last two sessions ' SWGfl and Ofsted will allow me to report back to school and ensure relevant checks are in place

Will be looking at (and appreciating) team roles and dynamics. Check Safeguarding – Single Central Record. Governors accountability. Value for Money.

Conflict resolution will come in handy. New Ofsted regs as had not heard much about their new regs before today.

Development of Team – very pertinent this year to what we do in school. Professional Development – more determined to retire at earliest opportunity!

I am new in role and looking for solutions. Although the delegates have come from the same background, there was nothing 'special' about this conference?

Improved networking between schools in our county – very useful. Useful info regarding challenging behaviour – will look to improve upon this

New ideas, refreshing thought provoking. Networking with colleagues from other special schools in similar situations very valuable and reassuring.

Different approach to managing conflict. Valuable networking. Thank you a very enjoyable and informative few days

Team building – understanding people and reasons for their performances

Lots of ideas to think about – not sure how much I will utilise them yet

Hopefully provide sound practice for a co-hesive team

Hopefully a great impact, which I hope will in turn filter down to others