

Primary East

Building Excellence in Education



Continuing Professional Development Catalogue 2017-2018

www.primaryeast.co.uk
admin@primaryeast.co.uk

At Primary East we ensure our CPD offer meets the recommendations of the Professional Standards in CPD June 2016. We are proud of our 100% positive feedback from the training attended in 2016-2017. We hope this will give you assurance that our training will have an impact in your school and will be money well spent, developing staff and having positive outcomes on pupils.

Feedback from Primary East Courses...

New to Headship:

'This has been the most useful of all induction training. It has enabled me to reflect on all stages of my first year and has directly impacted on my practice. Forming professional relationship with other first time heads has been strongly fostered by the delivery and style of the sessions.'

'This 4 day course has been a lifeline in my 1st year as HT. Please consider offering this course to future HT's so that they also feel the benefit and have this support.'

Business Managers Forum:

'Excellent session to discuss SBM issues and enjoyed Ventas Energy input.'

KS2 Expectations in Maths:

'I've been given great ideas for planning and activities for reasoning, understanding and fluency in Maths. I have already been able to implement ideas into my lesson which have been greatly appreciated.'

NQT Induction Program

'A very professional session, full of useful tips and delivered in an engaging style.'

'This was amazing! Lots of practical ideas and things I can adapt. Great to see the progression through calculations.'

Headteachers' Conference:

'A really powerful message from John that schools are doing a great job! We need to celebrate the positives!'

'A well organised and interesting day. John Atkinson facilitated a good conversation and has given me much food for thought.'

Raise Online:

'Very detailed. Related very much to my school. Know exactly what I need to do now.'

I can spell it:

'Welcoming, informative useful activities, approaches and pedagogies.'

'Some good activities to take back to the classroom with some food for thought ideas when planning for children with poor working memory.'

SEF:

'Having the structure, exemplifications and expertise on hand has been exceptionally helpful, useful and reassuring.'

'This training has been invaluable. I'm leaving with a SEF that I am now proud of - happy to share with my Govs/staff and any other visitors. It tells the story of our school and how passionate we are about our children and their outcomes.'

When the Inspector Calls...Prepare, Promote and Prove it. A Primary East series of workshops for schools.

A series of half day sessions to help prepare schools to promote the good practices that are happening here in the East. When Ofsted calls being prepared and promoting the positive elements of your school is key in achieving the outcome you deserve.

This course is facilitated by Primary East in collaboration with John and Charlotte Atkinson Educational Consultants, who recently hosted Primary East's inaugural conference to very positive feedback.

Be prepared, be brave, be bold!

Each session will look to build corporate confidence allowing each person in the team to prove the strengths, identify areas for improvement and demonstrate the impact of your actions

- **English Lead**
- **Maths Lead**
- **SEND Whole Day**
- **HT/DHT/AHT - including overall effective Whole Day**
- **EYFS**
- **Governors Evening 6-8**
- **Twilight session for all school staff** - held in own school as an opportunity for attendees to present the "hymn sheet" to all staff.

As part of the sessions you will gain greater awareness of the process, be clear about what could be asked and become the master of promoting the wider outcomes of your school.

Spend time reflecting and knowing your stuff, opportunities to discuss with colleagues whom have had recent experience of inspection.

This will be offered bi-annually to fit in with your inspection cycle. However a package could be offered which is bespoke to the school cost on enquiry

£450 for all of the above or A pick and mix option

Whole day session £150 Half Day session £80 Twilight session £50

10% reduction for anyone subscribing to the Leadership Network Package.

Session	Round 1 dates/times and venue	Round 2 dates/times and venue	Round 3 dates/times and venue
HT/DHT session	3rd October 10.30am-4.30pm Beyton	7th February 10.30am-4.30pm Beyton	3rd May 10.30am-4.30pm Beyton
Governor/HT	3rd October Twilight 5.30pm-8pm Gislingham	7th February 5.30-8pm Gislingham	3rd May 5.30pm-8pm Gislingham
English	12th October 9.30am-12.30pm Beyton	22nd February 9.30am-12.30pm Beyton	24th May 9.30am-12.30pm Beyton
Maths	12th October 1.30pm-4.30pm Beyton	22nd February 1.30pm-4.30pm Beyton	24th May 1.30pm-4.30pm Beyton
SEND	2nd November 9.00am-1.00pm Beyton	8th March 9.00am-1.00pm Beyton	6th June 9.00am-1.00pm Beyton
EYFS	2nd November 1.30pm-4.30pm Beyton	8th March 1.30pm-4.30pm Beyton	6th June 1.30pm-4.30pm Beyton
Whole school Core HT	To be arranged with schools to take place before end of Autumn Term	To be arranged before the end of May.	To be arranged by end of academic year

In the know- Leadership Network Package

Keeping up to date in this fast changing climate can be time consuming these sessions are designed to share what's new and what's need knowing. Great value to keep all key staff up to date at just £25 a session.

Role/Audience	Dates	Time/ Frequency	Venue
Headteacher, Heads of School, Deputy Headteacher and Assistant Headteacher	31st October 21st February 25th April	9am-12pm termly	Beyton Trinity, Stowmarket
SENDCo	17th November 23rd February 8th June	9am-11.30am termly	Beyton
EYFS	31st October 21st February 25th April	1.30 pm- 4pm termly	Beyton
Maths	3rd November 27th April	1.30pm-4.30pm bi annual	Beyton
English	3rd November 27th April	9am-12pm bi annual	Beyton
Science	17th November 8th June	1.30pm-4.30pm bi annual	Beyton
School Business Manager	12th October 18th January 10th May	1.30pm-3.30pm Termly	Gislingham

Cost £450 per school that's £25 a session!

Includes

Face to face briefings in relation to specific areas with local and national updates. Opportunities to network share good practice and hear case studies from other schools .

All elements will link leadership and management, teaching and learning.

Curriculum areas will also include a section of CPD each session linked to new research/resources.

Each session will also be followed up with a summary newsletter.

A school subscription entitles you to 2 places per session- booking necessary for numbers

Primary East's Series New to...

Discover the role, develop own knowledge and skills and an opportunity to learn from others;

Role	Course coverage	Sessions/cost	Venue/Dates
Headteacher	<p>Session 1-Vision Session 2- Leading Learning Session 3- Strategic Plan Session 4- Continuing Leading</p> <p>Plus an opportunity for 1:1 coaching sessions</p>	<p>X 4 mornings</p> <p>Funded by LA Free to participating schools</p>	<p>Session 1 27/9/17 Gislingham Session 2 23/11/17 TBC Session 3 12/1/18 Stradbroke Session 4 9/3/18 Wortham</p>
Deputy/ Assistant Headteacher	<p>Session 1 - Qualities and Knowledge Session 2 - Leading and Managing Staff and Pupils Session 3 - Efficient systems, processes and resources Session 4- Leading school self improvement</p>	<p>X 4 mornings</p> <p>9.00am-12.00pm</p> <p>£300</p>	<p>Session1 - 21/9/17 Session 2 - 19/10/17 Session 3 - 16/11/17 Session 4 - 7/12/17</p> <p>All sessions to be held at Beyton</p>
Subject Leadership	<p>Session 1- Manager or Leader-Role of Subject leader Session 2- Vision and expectations Session 3- Inspiring others, making a difference Session 4- Monitoring and Evaluation Session 5- Action Planning</p>	<p>X 5 half days</p> <p>1.30pm - 4.30pm</p> <p>£350 Plus SLE learning walk visit</p>	<p>Session 1- 2/10/17 Session 2 - 30/11/17 Session 3 - 25/1/18 Session 4 - 22/2/18 Session 5 - 15/3/18</p> <p>Sessions to be held at Beyton and Stowmarket</p>
Teaching (NQT induction)	<p>Day 1 - Behaviour for learning, developing relationships and engaging learners Day 2- - QFT in Maths Day 3 - QFT in English reading/writing inc planning Day 4 - Foundation subjects and Career Progression.</p> <p>As part of this series you can attend NQT network meetings. There will be a general subject and opportunity to discuss general practice, share ideas. These will rotate round schools to see good practice 4.00pm-5.15pm drop in</p>	<p>X4 whole days</p> <p>9.00am-4.00 pm</p> <p>£120 per day £400 for all 4 days £600 for 2 NQTs from the same school</p>	<p>Day 1 - 29/9/17 Beyton Day 2 - 20/10/17 Trinity Day 3 - 29/11/17 Trinity Day 4 - 7/3/18 Trinity</p> <p>Network 1 - 2/11/17 Network 2 - 22/2/18 Network 3 - 9/5/18</p>

SENDCo	<p style="text-align: right;">To be confirmed...</p> <p>SENDCO network included (4.00pm -5.15pm)</p>	<p>X 3 whole days</p> <p>£300</p>	<p>Day 1 10/10/17 Beyton Day 2 10/1/18 Beyton Day 3 18/4/18 Beyton</p> <p>Network 1- 7/11/17 Network 2-28/2/18 Network 3- 12/6/18</p>
EYFS Lead	<p>Session 1- Statutory Requirements Session 2- Leading learning Session 3- Data, monitoring and performance management Session 4 - Managing relationships</p>	<p>X 4 half days £75 a session or £200 for all 4</p> <p>9.00am-12.15pm</p> <p>1.15pm-4.00pm</p>	<p>Session 1- 12/10/17 pm Diss Session 2 - 8/11/17 am Diss Session 3 - 17/1/18 am Diss Session 4 - 14/3/18 am Diss</p>
EYFS Suitable for any adult working within the EYFS	<p>Session 1- Settling in, key principles of early years, baseline Session 2 - Creating an enabling environment Session 3- Securing judgements Gathering evidence Session 4 - Balancing act teaching versus facilitation Session 5 - Maximising outdoor provision Session 6 Transition to Year 1</p>	<p>X 6 half days</p> <p>£75 per session or £300 for all 6</p> <p>1.30pm-4.30pm</p>	<p>Session 1- 19/9/17 Diss Session 2 - 8/11/17 Diss Session 3 - 6/12/17 Beyton Session 4 - 17/1/18 Diss Session 5 - 14/3/18 Diss Session 6 - 19/4/18 TBC</p>
KS1 (Y2)	<p>Session - Expectations Session 2 - Planning for Progress, meeting the needs Session 3 - Assessment, gap analysis</p>	<p>X 3 whole days</p> <p>9am-4pm £100 per session Or £250 for all 3</p>	<p>Day 1 - 20/9/17 Day 2 - 18/10/17 Day 3 - 22/11/17</p> <p>All sessions to be run at Beyton.</p>
KS2 (Y6)	<p>Session 1- Expectations Session 2 - Planning for Progress-meeting the needs</p>	<p>X 3 whole days</p>	<p>Day 1 - 20/9/17 Day 2 - 11/10/17 Day 3 - 10/11/17</p>

	Session 3 - Assessment, gap analysis	9am-4pm £100 per session Or £250 for all 3	1st session to be held at Stowmarket, then Beyton.
Mixed age classes	Session 1 - Organisation and Planning Session 2 - Assessment	X 2 half days £70 a session or £100 for the pair Plus follow on network briefing termly	Session 1- 27/9/17 Session 2 - 1/11/17 All sessions to be held at Beyton.
TA (TA induction program)	Session 1- Meeting Curriculum Expectations Session 2 -Dialogue and Questioning Session 3 - Independent learners Session 4 - Supporting learners with additional needs	X 4 half days 1.30pm-4.30 pm £75 per session £200 for the series	Session 1- 20/9/17 Diss Session 2- 6/10/17 Stowmarket Session 3 -19/10/17 Stowmarket Session 4 -2/11/17 Stowmarket
Governor	Induction to the role....	X 1 day All sessions to be held at Beyton.	Autumn Term Induction 28/9/17 Spring Term Induction 18/1/18 Summer Term induction 10/5/18
SLE	Induction into the role	X 1 day course £200 subsidised	25/9/2017 Stradbroke Primary School
Forest Schools Taster Day	Will be both informative and practical covering the origins, ethos and benefits of Forest School, with opportunities for participants to experience some typical activities that may be offered in a Forest School programme.	X 1 day £60 per delegate	14/3/18 Wilby

Primary East's Series Onwards

and Upwards...

Courses related to career progression and leading others

Title	Course Details	Sessions/Cost	Dates/Venue
So you want to be a senior leader? Suitable for those moving on from subject leadership	Session 1- What makes a great leader? Session 2- Leading others Session 3- Holding others to account Session 4- Self evaluation and development planning Session 5 Leadership impact and developing others	5 sessions twilight's £200 4.00pm-5.30pm	Session 1- 9/11/17 Session 2 - 14/12/17 Session 3 - 11/1/18 Session 4 - 1/2/18 Session 5 - 1/3/18 All sessions to be held at Gislingham
Preparing for Headship Heads of Schools/Deputy Headteacher	Session 1- Headteacher standards policy to practice - shaping the future Session 2 - Developing the team to support a self improving school Session 3 - Transition First day, week, term, year- ensuring effective processes and structures. Session 4 - Let's see it in practice date to be arranged	3 sessions plus a day shadowing 9.00am-1.00pm £200	Session 1 -18/5/18 Session 2 -17/6/18 Session 3 - 5/7/18 Session 4 - to be arranged Venues TBC
Beyond One School- Executive Headship	How different can it be? Delegating responsibilities and assuming a different role	1 day 9.30am-4.00pm £100	9/2/18 - Bardwell 16/3/18 - Stradbroke
HLTA Sue/Rachel discuss???	TBC		
RQT Suitable for teachers in their 2nd to 5th year of teaching	Day 1 - Great Teaching- becoming an expert practitioner in the classroom through impact, reflection and risk Day 2 - Leading Learning taking others with you through inspiration, vision and values Day 3 - Forging ahead- pathways to further success	3 days 9.30am-3.00pm £300	Spring Term Day 1-26/1/18 Day 2 - 9/2/18 Day 3- 2/3/18 All sessions to be held at Stowmarket

Primary East's Series *Never stop learning...*

Courses related to curriculum

Title	Course Details	Sessions/Cost	Dates/Venue
I can spell it	Practical Strategies for teaching spelling	4pm-5.30 pm £50 per person £75 for 2	15/11/17 7/2/18 Gislingham Primary School
Art	<p>Session 1- Painting- Looking at progression, what to use and how to use it, predicting colour, lightening and darkening, spot missing, flesh, brush skills: the use of two brushes, marks having meanings, onto fabric, sketchbooks. Homework.</p> <p>Session 2- Drawing- Looking at progression, what to use and how to use it - pencil / wax crayon / colour pencil / oil pastel, facial proportions, perspective, onto fabric, sketchbooks. Homework.</p> <p>Session 3- Looking at and discussing aspects from previous sessions that have been used by participants. Consider where to go from here. What should children be taught? Look at progression, the setting up of an Art assessment folder for each Key Stage. Look at H & S. Look at using pictures with children. Schemes of work,etc.</p>	<p>1.30pm -4.30pm</p> <p>£90 per session or £200 for all three</p>	<p>Trinity School Stowmarket</p> <p>10/10/17</p> <p>31/10/17</p> <p>14/11/17</p>

Flying with Phonics	Watch the Phonics Fairy in action and then spend the day exploring the resources.	9.00-4.00pm	7/3/18 Gislingham Primary School
Philosophy for children	Introduction to using Philosophy in the classroom including a demonstration lesson with an opportunity for questions.	1.00pm - 3.30pm £60 per delegate	29/9/17 Henley Primary School

Primary East's Series- *Improving your toolkit...*

Courses related to teaching and learning

Title	Course Details	Sessions /Cost	Dates/Venue
Improve your subject knowledge- Maths for NQTs/support staff	Session 1 - Curriculum Expectations Session 2 - Language of Maths Counting, number system and place value Session 3 - Addition/Subtraction Session 4 - Multiplication/Division Session 5 - Making Connections	5 half day sessions 1.30pm-4.30pm £75 a session or £250 for all 5 sessions	Autumn Term Session 1 - 19/9/17 Beyton Session 2 - 26/9/17 Beyton Session 3 - 17/10/17 Trinity Session 4 - 21/11/17 Beyton Session 5 - 12/12/17 Beyton Spring Term Session 1 - 16/1/18 Trinity Session 2 - 30/1/18 Trinity Session 3 - 6/2/18 Trinity Session 4 - 27/2/18 Trinity Session 5- 20/3/18 Trinity
Improve your subject knowledge- English for NQTs/support staff	Day 1- Phonics, Reading Day 2 - SPAG, writing	2 days 9.30am-4.00pm £120 per day	Autumn Term Day 1- 22/9/17 Beyton Day 2 - 7/11/17 Beyton

		£200 for both days	Spring Term Day 1-2/2/18 Trinity Day 2- 2/3/18 Beyton
Smooth Transitions	Practical strategies for ensuring smooth transitions for children Session 1 Why is transition important? Session 2 Planning for transition Session 3 Implementation	1.5 days 1.30pm-4.00pm £150	31/1/18 Trinity 23/3/18 Trinity 23/5/18 Trinity
Phonics refresh	Practice ideas to reinvigorate your phonics sessions	Twilight 4.00pm-5.30pm £30	24/01/18 Gislingham
A curriculum for engagement and learning	Making connections and igniting the imagination	1.30pm-4.30 pm £70 Or £100 for 2	23/01/18 Trinity
Differentiation-meeting the needs	Strategies to support meeting the needs of all your learners	1.30pm-4.30pm £60	7/2/18 Trinity
Creating an inclusive learning environment a beginners guide to the most common barriers to learning in the primary classroom	Dyslexic, ASD, ADHD present a barrier to children's learning but simple changes to practice can have benefits for all children.	9.00am-4.00pm £100	Autumn Term 29/11/17 Beyton Spring Term 28/2/18 Trinity

Primary East's Series... **So what?**

Courses related to Monitoring and Evaluation. **Guaranteed to get jobs done even though out of school!**

Title	Course Details	Sessions/ Cost	Dates/Venue
Inspection Dashboard	Understand your data dashboard, what is it telling you and others.	9.00am - 4.00 pm £100 per delegate or £160 for 2 from the same school	22/1/18 Trinity
Inspection dashboard for Governors	Understand your data dashboard, what is it telling you and others.	5.30pm- 8.30pm £50 per person	22/1/18 Trinity
ASP	What is your ASP telling you? Spend the day analysing it supported by our knowledgeable facilitators who will take you through it page by page. At the end you will have a clear picture of your schools and a plan of action	9.00am- 4.00pm £100 per delegate £160 for 2 from the same school	20/11/17 Trinity
ASP for Governors	What is your ASP telling you? What questions should you be raising?	5.30pm- 8.30pm 50 per delegate	20/11/17 Trinity
SEF writing update (for previous attendees)	Spend the day reviewing your SEF and produced a summarised version suitable to share with an Inspection Team.	9.00am- 4.00pm £175 per school for 2 attended	7/9/17 Beyton
SEF writing in 15 hours	Consider all the elements which demonstrate a good awareness of your school and write your SEF including all the key elements	2 days 9.00am- 4.00pm	15/9/17 18/9/17 Beyton

		£350 for 2 delegates per school	
Church School Distinctiveness	Preparing for SIAMS, monitoring and evaluating Run by....	1 day 9.00am-4.00pm Cost to be confirmed	Autumn Term 4/10/17 Spring Term 6/3/18 Summer Term 22/5/18
So how do I know what to look for in EYFS?	Key principles of EY education National Picture Monitoring and Evaluation Data what is it telling us Tracking	1 day 9.00am-4.00pm £120 per delegate	28/11/17 Trinity

Primary East's Series **Let's get it done...**

Courses related to the **organisation and management of day to day running of a school**

Title	Course details	Sessions/ cost	Date/Venue
<p>Bid writing with Sir Bob Jennings</p> <p>Not one to be missed...</p> <p>"I secured three grants after attending this day a total of £159000 "</p>	<p>Discover The Secret Of Successful Bid Writing</p> <p>Accessing Additional Funds – The Rules</p> <p>Catching The Eye Of The Funder</p> <p>Successful Funding Bids – Case Study Evidence</p> <p>Preparing Budgets And Business Plans</p> <p>Building Funding Partnerships</p> <p>Joint Funding Submissions – Case Study Evidence</p> <p>Raising Money From Trust Funds</p> <p>Practical Bid Writing Exercise – Bid Writing Exercise</p> <p>Top 10 Tips For Successful Bid Writing</p>	<p>9.30am-3.45 pm</p> <p>£180 per delegate</p>	<p>5/10/17</p> <p>Beyton</p>

Primary East's Pick and Mix One Offs

Days to inspire, evoke conversation, support research, share good practice develop as a professional.

Title	Course Details	Session/ Cost	Date/ Venue
<p>Beyond English and Maths broadening the curriculum to achieve.</p>	<p>A day to consider the wider curriculum and how it can enhance the achievement in English and Maths.</p> <p>Deputy Mitchell will be sharing how Blogging has proven impact on English.</p> <p>Michelle Larbey (aka Phonics Fairy) will be exploring the power of reading and picture books across the wider curriculum.</p> <p>Patrice Baldwin will be using drama to engage and inspire learners.</p> <p>Workshops on all the above plus; Developing an creative curriculum Music for the non specialist Using stories to link learning Mental wellbeing</p> <p>A showcase exhibition of examples of what is working well within our local schools.</p>	<p>Cost - per person £100 teacher / TA attends for £20 each</p> <p>Schools rates Up to 5 teachers £400 Up to 10 teachers £650 Up to 15 teachers £975</p> <p>For other requirements please get in touch.</p>	<p>4/1/18 Culford School</p>
<p>Courageous conversations - Communicating with impact</p> <p>HT, DHT, Leaders,</p>	<p>This one-day workshop for school leaders will provide you with a range of communication tools and techniques to enable you to deal with challenging interactions and conflict, give positively impactful feedback and confidently hold courageous or 'fierce' conversations. The workshop provides a rigorous, skill-based approach to developing interpersonal-communication competencies. The concepts presented are based on a tested</p>	<p>9.15am-3.30pm £100</p>	<p>12/10/17 Beyton</p>

	methodology and are backed by ongoing research.		
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Primary East Showcases Successes in School

Why not swap a staff meeting to attend a PRIMARY EAST Showcase Session. An opportunity to share what your school is doing well and pick up ideas of what else is happening in the Eastern Region.

These will be termly events and will be free to attend subsidised by Primary East. Each session will have a theme and each presenter will have no more than 10 minutes to explain their practice and the effect it has had on learning.

The showcases will run from 4-6 with refreshments

Autumn Term- Irresistible learning, engaging children Date: 23/11/17

Spring Term- Assessment, feedback and marking Date: 20/2/18

Summer Term- I tried and this worked! Maths, Literacy, Science Focus Date: 12/7/18

Booking is essential

Primary East Promise to Building Excellence in Education

Primary East Promise- help us increase numbers and get a reduction in the cost of the course to you....the more attending our sessions the cheaper we can supply the training. Therefore our courses will work on a sliding scale and for 2017-2018 we promise to make no more than 15% of the total takings after costs. Any additional profit will be shared amongst the attendees and removed from the invoice price. The price you see on our adverts will be the maximum cost to you!

Or Buy a...

Season ticket offer – save hundreds on your training!

New for 2017 – the Primary East season ticket. As part of our commitment to helping you get the most out of your training budget, we are pleased to announce that schools can benefit from our 'season ticket offer'. This offers you a set number of training hours, at a heavily discounted rate.

A season ticket enables you to access 60 hours of CPD, selected from anything within our training range. You can combine these sessions in any combination you wish, for example 10 full day sessions at six hours each or 20 half day sessions at three hours – or a mixture of these plus our twilights.

The cost of a season ticket is £900 and to put the saving into context – ten full day sessions booked separately at £120 would cost £1200. The season ticket is per school, so you can send a mixture of delegates. Smaller schools can also partner up to purchase a season ticket. To split the cost, you can also make the payment over two invoices if required.

Want to access the savings of a season ticket, but attend for less hours? Take a look at our half-season ticket!

Following feedback, we have introduced a 'half season' ticket, allowing you to access the benefits of the season ticket offer, but for fewer hours and at an accordingly lower cost.

Our half season ticket works in the exactly the same way as our full season ticket, but offers 30 hours at a cost of £500. This is ideal if you want to still save money, but book for less hours, or you are a smaller school unable to partner up to share the season ticket cost.

Please note that when a season ticket is purchased, all bookings must be made by a single lead person within four weeks of the ticket being purchased. Please note we encourage early booking, as we cannot guarantee availability on our most popular courses.

Remember, we are more than happy to provide advice and support so the package suits your needs. If you would like to purchase a season ticket, please contact us for further information. Then finally:

Earn a further 10% off your training costs with us. It's easy to do....

If you subscribe to our In the Know series or Plan Prepare and Promote series

If you facilitate a training course for us or host a course/network briefing your school will be entitled to 10% off any course run by us for the academic year.

If you sign up to our mailing list (5% any courses run by us)

Only one offer can be used per training course.