



#WomenEd Unconference - 8th October, 2016

Dear delegates and facilitators

Thanks so much for coming to WomenEd and here are the joining details for the day. Please do let us know if you have any **specific dietary requirements as described below by the end of Tuesday 4th October.**

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ALL DELEGATES

Dietary requirements:

Vegetarians are catered for in our sandwich lunch with meat, fish and vegetarian options. Delegates that notify of us of specific requirements will have choices with their names indicated and please ask for these on the day.

Action: If you have any specific dietary requirements beyond being a vegetarian (vegan, kosher, celiac, nut allergy etc) please let Vivienne know **by Tuesday 4th October at the latest at v.porritt@ucl.ac.uk**

Blogging:

It would be excellent if you were able to blog before the unconference and again after it. Please tag with #WomenEd so we can all find it. There are nearly 250 #WomenEd blogs on @staffrm if you want a reminder or a flavour. You could tell us:

- why you are coming?
- what has been the #impact since last year's unconference if you came?
- what you hope to gain?
- who you want to connect with?
- in what ways would you like to be #10%braver?

Venue:

Microsoft
Building 3
Thames Valley Park (TVP)
Reading
RG6 1WA

Accessibility: There are a few steps up to the venue from the car park. Workshops are held across 3 floors. There is a small lift and a wide staircase.

Travel:

Car: There is plenty of free parking across all of the 5 Buildings.

Train: From Reading Station there is a regular bus to TVP and you can plan your journey here:

<http://www.reading-buses.co.uk/reading-buses/> Enter Reading Station and Thames Valley Park.

There is no shuttle bus on a Saturday. Bus Orange 14 is regular and most of the buses take 20 minutes to TVP and stop just outside of the park. It's a 7 minute walk to Building 3. Alternatively there are taxis from Reading Station.

Wifi: details will be available at the venue and please tweet using #WomenEd hashtag.

Choice of workshops: we will ask you to choose your workshops for the day when you register.

Cloakrooms: There are two cloakrooms on the ground floor. WomenEd and Microsoft cannot take any responsibility for any belongings lost on the day.

Timings of the day:

9.30 – 10am: Registration

10.00 – 10.30am: Opening

5 x 45 minute workshops

3.45 – 4.15pm: Plenary

4.15 – 4.45pm: Networking, refreshments, close of unconference

Press:

Reporters are joining us on the day and will identify themselves to individuals and at the beginning of a workshop.

Social Media:

Website: womened.com

Twitter: @WomenEd #WomenEd Do follow if you aren't already

Yammer: Join our WomenEd Yammer community, built for us by Microsoft, to get involved in further conversation, collaboration, connections and networking - yammer.com/womened

SCHEDULE

| 08/10/2016 | Clarity | Communication | Connection | Community | Confidence | Collaboration | Challenge | Change | Coaching | | | | |
|-----------------------|--|--|--------------------------------|--|---|---|---|--|--|---|------------------------------------|--|--|
| REGISTRATION | Coffee, cake and connections | | | | | | | | | | | | |
| 9.30-10.00 | Steering Group: Hannah, Jules, Keziah, Sameena & Vivienne | | | | | | | | | | | | |
| Room | Reception and Networking Space | | | | | | | | | | | | |
| OPENING | #WomenEd Impact | | | | | | | | | | | | |
| 10.00-10.30 | Steering Group: Hannah, Jules, Keziah, Sameena & Vivienne | | | | | | | | | | | | |
| Room | Auditorium | | | | | | | | | | | | |
| SESSION 1 | How to be an ally and role model for young LGBT+ people in Education | Tackling Difficult Conversations | Your Way | Supporting staff return to work after having a baby/babies | How to knock the socks off the interview panel! | Women into middle and senior leadership: a case study approach | Having the confidence to lead and lead in challenging circumstances | Why early intervention is key to raising the bar on leadership equality. | Me, Myself and I. Believing, succeeding & flourishing. | Building & sustaining personal resilience | Making the most of maternity leave | | |
| 10.40-11.25 | Annette Pryce | Fiona O'Sullivan | Rosanna Raimato | Victoria O'Farrell | Kate Fiddian | Chris Hildrew, Jo Gill & Sue Strachan | Freya Odell | Annemarie Williams | Andrea William Jones | Melanie Bear | Emma Shepherd | | |
| Room | 1st Floor - Eaglestone | 1st Floor - Shakespeare | 2nd Floor - CCG | 1st Floor - Memphis | 1st Floor - Rowling | Ground floor - Chicago 1 | Ground floor - Chicago 2 | 1st Floor - Quebec | 2nd Floor-Neptune | 2nd Floor- Pluto | 2nd Floor - Venus | | |
| Max capacity | 15 | 25 | 20 | 30 | 40 | 50 | 50 | 15 | 5 | 5 | 5 | | |
| BREAK - 11.25 - 11.45 | Networking | | | | | | | | | | | | |
| ROOM | Networking space | | | | | | | | | | | | |
| SESSION 2 | Perspectives on the Pursuit of Professional Learning: Insights from Teachers who are Mothers | How to have difficult conversations about yourself and how to blow your own trumpet! | #OnlyConnect | SEND Panel | Applying for leadership roles with confidence | Making Co-Headship Work | Leading Behaviour: Not just a man's game | Head Teacher in Heels | Dream Coaching - turning ideas into reality | Why 'why'matters | Technology in schools | | |
| 11.45-12.30 | Emma O'Brien | Kenny Frederick | Rachel Snape | Clare Nicholls, Jules Daulby & Jarlath O'Brien | Jill Berry | Lisa, Olivia & James Toop | Sarah Hardy & Ellie Dix | Joanna Postlethwaite | Anita Devi | Conor Heaven | Vini Bance | | |
| Room | 2nd Floor- CCG | Ground floor - Chicago 2 | 1st Floor - Eaglestone | 1st Floor - Rowling | Ground floor - Chicago 1 | 1st Floor - Memphis | 1st Floor - Shakespeare | 1st Floor - Quebec | 2nd Floor-Neptune | 2nd Floor- Pluto | 2nd Floor - Venus | | |
| Max capacity | 20 | 50 | 15 | 40 | 50 | 30 | 25 | 15 | 5 | 5 | 5 | | |
| SESSION 3 | #HeforShe Panel | The language of leadership | Governors' Role in Recruitment | Leading women leading the future | If you don't ask... | Want to make Youth Mental Health & Wellbeing a whole school priority? | How to be heard: influencing and managing up | Driving successful ICT and identifying quick wins | Do as I do? | Coaching the leadership Imposter | Leading Wellbeing | | |
| 12.30 -1.15 | Liam Collins, Vic Goddard, Jon Chaloner & Jarlath O'Brien | Lucy Williams | Naureen Khalid & Jo Penn | Dr Kate Chhatwal & Carol Jones | Summer Turner | Clare Erasmus | Thora Eberts | Adrian Edgar | Katie Fitzsimmons | Ruth Golding | Kathryn Lovewell | | |
| Room | Ground floor - Chicago 2 | 1st Floor - Quebec | 1st Floor - Shakespeare | 1st Floor - Rowling | Ground floor - Chicago 1 | 1st Floor - Eaglestone | 1st Floor - Memphis | 2nd Floor- CCG | 2nd Floor-Neptune | 2nd Floor- Pluto | 2nd Floor - Venus | | |
| Max capacity | 50 | 15 | 25 | 40 | 50 | 15 | 30 | 20 | 5 | 5 | 5 | | |
| LUNCH 1.15 - 2.05 | Networking Prayer room | | | | | | | | | | | | |
| Room | Networking Space 1st Floor- Rowling | | | | | | | | | | | | |

| 08/10/2016 | Clarity | Communication | Connection | Community | Confidence | Collaboration | Challenge | Change | Coaching | | | |
|--------------|--|--|--|--|---|--|---|--|---|----------------------|------------------------------|------------------|
| SESSION 4 | Feminist leadership II | Finding and using your voice | There isn't a plaster for that! – Mental & Emotional Health – Stand Together | Teacher 5 a Day | How to be a confident leader when you're not sure what to lead! | Journey to headship – how skills in diverse areas all help once you get there! | No more excuses: Breaking down barriers to leadership | BAME Panel | Developing communities of learners-research into practice | Start with the heart | Getting to grips with Yammer | I will survive |
| 2.05-2.50 | Dr Kay Fuller | Ann Mroz, Natalie Scott & Jill Berry | Nina Jackson | Tania Harding, Julie Hunter, Bukky Yusuf, Naomi Ward & Martyn Reah | Klara Rock | Claire Price | Claire Nicholls | Jaz Ampaw-Farr, Bennie Kara, Ndidi Okezi | Megan Dixon | Faye Kilgour | Petra Young | Jude Enright |
| Room | 1st Floor - Memphis | Ground floor - Chicago 2 | 1st Floor - Eaglestone | 1st Floor - Rowling | 2nd Floor - CCG | 1st Floor - Quebec | 1st Floor - Shakespeare | Ground floor - Chicago 1 | 2nd Floor-Neptune | 2nd Floor- Pluto | 2nd Floor - Open space | 2nd Floor - Mars |
| Max capacity | 30 | 50 | 15 | 40 | 20 | 15 | 25 | 50 | 5 | 5 | 10 | 5 |
| SESSION 5 | #WomenEd Regional Networks #LeadMeets | | | | | | | | | | | |
| 2.50-3.35 | South West & Wales Networks | South East | London | Eastern | East Midlands | West Midlands | NW | NE & Yorkshire | | | | |
| | Julie Hunter, Kathleen McGillyCuddy, Ruth Golding & Claire Price | Gill Bradnam, Kerry Jordan Daus, Naomi Ward & Jules Daulby | Bukky Yusuf, Sarah Hardy, Allana Gay & Summer Turner | Jaz Ampaw-Farr & Anita Devi | Kay Fuller, Maria Alexander & Hannah Wilson | Jenny Dutton, Amanda Pearce Burton & Keziah Featherstone | Megan Dixon & Victoria O'Farrell | Vivienne Porritt & Sameena Choudry | | | | |
| Room | 1st Floor - Rowling | Ground floor - Chicago 1 | Ground floor - Chicago 2 | 1st Floor - Memphis | 1st Floor - Shakespeare | 2nd Floor - CCG | 2nd Floor - Jupiter | 1st Floor - Quebec | | | | |
| Max capacity | 40 | 50 | 50 | 30 | 25 | 20 | 15 | 15 | | | | |
| BREAK | Networking space | | | | | | | | | | | |
| PLENARY | #WomenEd Pledge for Change | | | | | | | | | | | |
| 3.45-4.15 | Steering Group: Hannah, Jules, Keziah, Sameena & Vivienne | | | | | | | | | | | |
| Room | Auditorium | | | | | | | | | | | |
| 4.15 - 4.45 | Networking | | | | | | | | | | | |

FACILITATORS

Facilitators' room

The Microsoft Tech centre, in the building reception, is available for facilitators between sessions. WomenEd and Microsoft cannot take any responsibility for any belongings lost on the day.

AV in the breakout rooms

In each room there is a screen, lots of power points, and both HDMI and VGA connectors (the bit you connect into your laptop / device) for the display screen.

Please bring your own laptop / device as Microsoft do not have laptops or tablets to use in the breakout rooms.

Equally, please consider not using technology especially in the rooms with fewer people - dialogue and networking are important on this day.

For the speakers in Chicago 1 & 2 there will be wireless mics for contributors and panel members plus a clicker for slides.

We have allocated tech people on call so any problems should be sorted quickly.

Workshops

Your session will be 45 minutes long. Capacity in the breakout rooms ranges from 15 – 50 and we have listed layout and facilities below. We can't put things on the walls in the rooms.

We are **not printing handouts** for the sessions though would love to load any presentations onto our website after the day.

| Room | Capacity | Layout | Facilities |
|---------------------------|----------|--------------------------------------|---|
| Ground | | | |
| Chicago 1 | 50 | Lecture room style | Flip chart |
| Chicago 2 | 50 | Lecture room style | Flip chart |
| 1st Floor | | | |
| Memphis | 30 | Tables, plenty of space | White board + Flip chart |
| Eaglestone | 15 | Fixed board room style | Only room with write on glass walls |
| Quebec | 15 | Fixed board room style | White board |
| Rowling | 40 | Theatre Style, moveable chairs | Flip chart |
| Shakespeare | 25 | Tables | Flip chart |
| 2nd Floor | | | |
| CCG | 20 | Informal space, two raked benches | Flip chart |
| Jupiter | 15 | Fixed board room style | White board |
| 2nd Floor Coaching | | | |
| Neptune | 5 | Small room | |
| Venus | 5 | Small room | |
| Pluto | 5 | Small room | |
| Mars | 5 | Small room | |
| Open space | 10 | Open space, flexible | |

THANK YOU

We're all looking forward to meeting you and to excellent conversation and collaboration.

See you on the 8th.

Hannah, Jules, Keziak, Sameena and Vivienne

WomenEd steering group.