



Serco, Adfecto & The National Association of School Business Managers (NASBM) work together as The SBM Partnership.

We offer a range of accredited school business management programmes and units for individuals working in a school business management (or finance officer/HR officer/admin manager) role as well as those keen to join this fast growing profession. Our programmes can be studied through blended learning or fully online options, these include:

Level 4 Diploma in School Business Management (CSBM)

Originally based on the National College for Teaching and Learning (NCTL) materials, this 15 month programme is appropriate for those already in a SBM (or similar) role who want to develop their skills and knowledge further.

Level 5 Diploma in School Business Management (DSBM)

Recommended for SBMs or individuals currently performing all or part of the role of SBM and working closely with the senior leadership team. This programme comprises of a series of 4 phases divided into units, studied over 12-15 months to help develop the leadership and management of SBMs, enabling them to fulfil a strategic role in determining the direction of their school.

Level 6 Diploma in School Business Management (ADSBM)

This programme is recommended for experienced SBMs working as members of the senior leadership team. It offers an opportunity to develop skills and knowledge to enable you to work more strategically and enhance your contribution particularly within complex settings.

School Business Leaders (SBL)

This programme provides experienced and aspiring school business leaders with a personalised solution to further develop their professional learning. Participants will work in the context of increasingly diverse and complex settings, and are facing new challenges in terms of their leadership and management skills.

The biggest benefit of completing the CSBM course has been the extra confidence it has given me to discuss educational matters at all levels. I feel really fortunate to have been on the CSBM programme and I am excited about the opportunities that await me in the developing profession of School Business Management.

A CSBM graduate

We also offer

Aspiring School Business Manager Programme

Many schools now expect applicants to have at least a Level 4 qualification and this programme provides an induction into the Level 4 Diploma, designed for those not working in a school office or school environment. This programme is a series of 7 WebEx sessions, usually delivered over a 6 a week period.

School Administration Foundation Certificate (SAFC)

Recognised by the NCTL as suitable preparation for the Level 4 Diploma in School Business Management, this programme is aimed at school staff looking at improving their administration skills. This programme is studied through a series of 3 modules and a work-based project over 8 months and offers participants the opportunity to develop and extend their understanding of technical and professional aspects of school business management and administration which will support your progression towards the Level 4 Diploma.

If you are interested, please complete the application form via our website:

www.sbmpartnership.org.uk

10 reasons why you should study with us.....

1. We are the country's **leading provider** of School Business Management programmes
2. We are the **only provider** to have delivered the full suite of SBM programmes since they were first introduced in 2003 and we have supported over 10,000 SBMs to gain their qualifications so far
3. We have a **pass rate of over 97%** on each accredited SBM programme with the pass rate for the Level 4 Diploma in School Business Management exceeding 98%
4. We offer **affordable study options** which includes individual units, short and full programmes
5. Our programmes **are ILM accredited**
6. Our learning materials are **written by SBM experts** with many years experience of delivering the programme and assessing participants work
7. Our 2017/18 SBM programmes will be **linked to the NASBM Professional Standards**
8. Our SBM programmes are delivered by an experienced team of facilitators, many of whom are **current, successful SBMs** in both the primary & secondary sector
9. We are the only provider to offer **Level 3 - Level 7 SBM programmes** via a simple pathway. We also offer an **aspiring SBM programme** for those who are keen to join the profession
10. We pride ourselves in providing **high quality customer service**. Our experienced support team are always on hand to provide help and offer friendly advice

In Partnership with:



For further information visit our website:
www.sbmpartnership.org.uk
or contact our SBM Team on
E: sbmpartnership@serco.com T: 01452 727272