



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 of School Business Management (CSBM)

Based on the National College for Teaching and Learning (NCTL) materials and the SBM National standards prepared by NASBM, this 12 month course is recommended for individuals working in a school business management role (including finance officer and admin officer).

Level 5 Diploma of School Business Management (DSBM)

Recommended for SBMs or individuals currently performing all or part of the role of SBM at senior administrator or management level, 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.

Level 6 Diploma of School Business Management (ADSBM)

The SBM Partnership is the only national provider of this programme, since it began, this programme is recommended for experienced SBMs working as members of the senior leadership team to provide an opportunity to develop skills and knowledge to work more strategically, including within complex settings.

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 CSBM qualification and this programme provides an induction into the CSBM, 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 week period.

Level 3 School Administration Foundation Certificate (SAFC)

Recognised by the NCTL as suitable preparation for CSBM, 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 CSBM.

For further information visit our website; www.sbmpartnership.org.uk
or contact our SBM Team on E: sbmpartnership@serco.com T: 01275 370620

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In Partnership with:

