



## ILM Level 5

# Diploma in School Business Management

### Who is this qualification for?

This qualification is aimed at experienced School Business Managers looking to develop their leadership and management skills. The Level 5 Diploma will enable the individual to develop their professional learning, gain insight into the strategic dimension of their role and understand the theory and practice of leadership and management in schools.

### Benefits for individuals

- Learn how to lead and manage teams in a school setting
- Develop your personal effectiveness in the role
- Understand the strategic direction of your school and contribute to strategic planning
- Develop the skills to propose and implement improvement initiatives in your school.

### Benefits for schools

- Professional school business staff which will enhance your school
- Supports the development of the school leadership and business team
- Allows head teachers to focus on teaching, learning and student attainment.

This qualification builds high-level skills in School Business Management (SBM) through five mandatory units covering leading and managing the business aspects of the school, managing improvement and stakeholder engagement.

### Progression

This qualification will provide progression opportunities to other qualifications such as:

- ILM Level 6 Diploma in School Business Management
- ILM Level 6 Award or Diploma in Management.

## Qualification overview

Qualification title	Credit value	Total qualification time	Structure
ILM Level 5 Diploma in School Business Management QAN: 601/5604/1	56 credits	560 hours	<ul style="list-style-type: none"> <li>Three hours induction</li> <li>At least 10 hours tutorial support</li> <li>5 mandatory units (56 credits)</li> </ul>

\*Refer to table below for unit details

## Rules of combination

- Five mandatory units (total credit value of 56)

## Overview of units

Reference	Unit title	Level	CV*	GLH**
8628-408	Leading and Managing Teams	4	6	14
8628-409	Personal Effectiveness	4	5	14
8628-500	Leading and Managing the Business of Schools	5	20	46
8628-501	Managing School Improvement	5	17	40
8628-502	Stakeholder Engagement	5	8	20

\*Credit value \*\*Guided learning hours

### Contact ILM

The ILM Customer Service Team is dedicated to providing the very best in customer care. If you need guidance on any aspect of leadership and management development, whether at an individual or organisational level, contact ILM.

**T 01543 266867**  
**E customer@i-l-m.com**

All ILM qualifications are awarded by the City and Guilds of London Institute, which was founded in 1878 and is incorporated by Royal Charter.

### Learning resources

There is a range of materials available to support ILM qualifications through our online portal, Walled Garden, and the ILM website. Contact us to find out more.

### Institute of Leadership & Management membership

All ILM learners receive a minimum of 12 months membership of the Institute of Leadership & Management, bringing access to a wealth of resources to support their leadership development.

### Our ethos

Our qualifications combine innovative design with a strong focus on workplace performance. We believe this delivers well-rounded managers with a proven ability to perform to the required standards.