

V⁹ Governance Development Plan 2017 - 2018

<p>As at 6.7.18</p> <p><i>Abbreviations: MC: Management Committee, ic - icollege, TLC - Teaching & Learning Committee, SWC - Safeguarding & Wellbeing Committee FC – Finance Committee, H&SPC - Health & Safety and Premises Committee, PERS - Personnel Committee, CBG - Chairs Briefing Group</i></p>	<p>Staff and Headteacher Governors</p>	<p>Other Governors and role</p>
<p>Management Committee Development Plan 2018 – 2019</p> <ol style="list-style-type: none"> 1. Develop a rigorous and robust monitoring schedule which can be evaluated against development priorities and holds the HT and senior leaders to account for the educational performance of the organisation and its pupils and performance management of staff 2. Establish and embed a consistent system for headteacher reports that gives governors a strategic overview and enables them to offer the appropriate balance of challenges and support 3. Establish and embed a system of regular six weekly meetings between chair and headteacher in order to monitor and evaluate plans and agree priorities and agendas 4. Establish an annual self-review of governance in line with national expectations 5. Establish a Governance system that clarifies accountabilities within the spirit of challenging and supporting leadership in equal measure 	<p>JD – Jacquie Davies Headteacher</p> <p>SH - Siobahn Harvey – Staff Gov</p> <p>1 Support Staff Gov vacancy</p> <p>No one stood for election Nov 17/May 18</p> <p>Hold elections again in 2018/19 Academic Year</p>	<p>KR - Chair Karen Reeve</p> <p>CH - Vice Chair Chrys Healy, H&S Governor</p> <p>SF - Suzanne Fisher - Safeguarding Governor</p> <p>MS - Maureen Simms - Chair TLC</p> <p>AH- Andy How - Chair SWC</p> <p>JF- Judith Fisher - SEND Governor</p> <p>PT- Penny Tripp - Careers Governor</p> <p>CW - Claire White</p> <p>1 Community Governor vacancy</p> <p>1 Parent Gov vacancy</p> <p>No one stood for election Nov 17. Hold elections again in 2018/19 Academic Year</p>

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Objective	Actions	Lead/Committee	Dates	Performance Measures/Impact	How...	Evidence	
<p>1. Develop a rigorous and robust monitoring schedule which can be evaluated against development priorities by;</p> <p>holding the HT and senior leaders to account for the educational performance of the organisation and its pupils and performance management of staff</p>	a) Chair to initiate procedures with HT for regular visits to school locations and all Govs to ensure they carry out visits as planned	Chair/VC & HT	Start Oct 17	Visits contribute to accurate & robust procedures of monitoring, evaluation & review.	<ul style="list-style-type: none"> • Governor visits template & timetable produced and distributed to all governors • Governors provide timely report backs identifying SMART outcomes, Clerk to chase & encourage • Review to ensure fitness for purpose in the context of challenge and support. • Areas for development identified and plans in place • LA to provide poss candidates & parent gov elections setup • Govs attendance & engagement • Completion of SFVS using WBC template needs to be approved by MC by 31.3.18 • Completion of Safeguarding audit using WBC template & completion of any resultant actions • Training booked Nov 17, induction begun in September 17 	Governors do Link Visits (LV) and submit LV reports	
	b) Appoint to governor vacancies with skills in finance, premises and/ or health & safety experience. Appoint Parent & Staff Gov	Ditto	Ditto			Action for improvement is taken as a result of visits and monitoring reports	Future: Reports are evidence-based, evaluative, developmental, agreed with HT and fit for purpose
	c) OfSTED training for governors			Mar 18		Survey re confidence and areas for development	Vacancy to be filled June 2018
	d) Complete an annual Schools Financial value Standard to better ensure Governors are able to support & challenge sound financial practice	Ditto		Dec 2017		SFVS	Governors have grasp of performance of icollege and development needs Updated Gov Dev Plan
	e) Complete annual assessment of safeguarding practice	Chair FC		Tba			SFVS action plan
	f) New Chair induction and training	Chair SWC		Under way		Feedback	Safeguarding audit & action plan
		Chair & HT				Evidence of central records checks by safeguarding lead Evidence of latest safeguarding issues discussion in SWG	
						Attendance record and KIT notes	

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2. Establish and embed a consistent template for Headteachers reports which give the governors a strategic overview and enables them to offer the appropriate balance of challenge and support	HT to refine Headteacher reports in partnership with Chair after consultation with key stakeholders	Chair/VC /HT	First report for Nov 17 MC July 18 MC	HT reports give clear, tightly focused, accurate, reliable and evidence-based judgements about strengths and weaknesses in educational performance and provision. Using the agreed format.	HT to establish best practice for future HT reports and MC agendas. Agree with Chair & Vice Chair <ul style="list-style-type: none"> Present first report at Nov 17 MC meeting 	Future: HT reports give a clear and accurate picture of strengths and weaknesses in the school MC minutes evidence challenge and agreed actions resulting from Govs reflections on report
3. Establish and embed a system of regular meetings between chair and headteacher in order to monitor and evaluate plans and agree priorities and schedules or itineraries	Meeting cycle established and dates agreed	Chair/VC/ HT	With Effect from Oct 17	<i>Productive meetings contribute to continuous improvements which have been identified through self-evaluation</i>	<ul style="list-style-type: none"> Set dates, including occasional attendance of VC 	<i>Records of meeting dates and agreed actions KIT notes available for first 3 meetings (as at Feb 18)</i> <i>As a result of KITs; Meeting with Head of Educ/ Letter to WBs CoGs re admissions and exclusions/ GDP</i>
4. Establish an annual self-review of governance in line with national expectations	Agree vision and values Agree priorities Agree schedule Agree personnel	Chair/VC/ HT	Tba	<i>There is a clear understanding of the direction of travel; what works well and why, and what works not so well and why and action is taken as a result</i>	<ul style="list-style-type: none"> Chair to facilitate a training and development workshop for MC Mar 18 CBG to discuss ways forward taking outcomes from this into account. Produce a template self review document, linking with HTR Take into account governance criteria from the <i>Ofsted Inspection Handbook 2017</i>, especially to “contribute to the school’s self-evaluation & understand its weaknesses, inc the impact of 	<i>Future: Formative reviews support the annual review of effectiveness and impact of governance and that the reviews are undertaken in promoting vision and ethos</i>

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					governance". • a formal summative evaluation and review will take place at the final meeting of the school year of the MC, using the nine criteria from the <i>Ofsted Inspection Handbook</i> . •	
5. Establish a Governance system that clarifies accountabilities within the spirit of challenging and supporting leadership in equal measure	To form sub-committees and or working groups that reflect more specifically the work / focused reporting and accountability in line with national expectations Individual Gobs to have specific lead roles where possible to then contribute this expertese, observations and learning to the work of the MC	<i>All – led by Chair’s Briefing Group</i>	<i>Subs in place Sept 17, all met by end of Term 2</i>	<i>Governance holds the school sharply to account for pupils’ progress and standards in line with national expectations</i> <i>Gobs expertise and observations feeds into the actions of the MC and management team</i>	• The Sept 17 meeting of MC agreed to adopt the new structure • Each sub committee to develop a SMART action plan/forward planner to establish its key areas of activity and provide adequate monitoring, support & challenge • Complete training profile of governors tailored to their own needs • Gobs can each describe their contribution to the service and evidence their input to MC and subs	<i>A sub - committee structure that is effective, fit for purpose and is improving outcomes for pupils, staff and leaders in the school</i> <i>Governors training profile</i> <i>Governors contributions to the evidence file</i>