

Lipson Vale Primary School -Governors' Action Plan – 2022-2023

Key

Red – Behind planned timings	Amber – Started but no measured impact yet	Green - Complete
------------------------------	--	------------------

GOVERNORS' ACTION PLAN

The follow areas have been considered when setting the targets for 2022 and beyond:

What are our priorities?

- The wellbeing of our children is our highest priority. We are committed to supporting and challenging the school to help our children to reach their potential while ensuring their safety and emotional wellbeing is paramount.
- We strive to improve parental engagement with the school by developing strong governor parent relationships in order to facilitate communication and problem solving.
- We will develop a strong and committed governing board with individuals who have specific skills to support the aims and ambitions of the school.
- We will assign one meeting per year for the board to focus on its effectiveness.
- We will provide support to the Headteacher in the leadership of the school.
- Support will be given to the Headteacher and staff to continue to manage ongoing impact of Covid-19.
- Governors will commit to keeping up to date with relevant training and policies and will ensure regular attendance at meetings as set out in our Code of Conduct.
- All Governors will make visits to school to see how our plans and strategies are developing.
- Support the school to develop a fit for purpose and sustainable staffing model.
- Governors will look outside of the school for examples of outstanding practice that can be used to enhance the good work of our own school.
- Work in partnership with the SLT to explore the Multi Academy Trust (MAT) landscape in order to be better informed of potential options for future collaboration.

OVERVIEW, MONITORING AND DEVELOPMENT

Governors

All governors are responsible for ensuring that the targets on the GAP are regularly reviewed and monitored. Governors will need to review their own CPD, targets in the GAP and updates / legal changes with regards to champion roles they hold. Records will be kept of governor training, visit forms and attendance at meetings.

Champion Governors

To include:

- Continuous scrutiny of area of responsibility
- Detailed reports three times a year on their area of responsibility, including on-going observations and recommendations

No.	Task/Action	Responsible person(s)	Cost	Target Date	Success Criteria	Evidence
1/18	Review terms of reference to ensure that the current makeup of the board has adequate capacity for modern governance.	Chair & Vice Chair	£0	15/04/2023	Terms of reference reflects the needs to changing governance and sufficient number of governors to effectively govern.	
2/18	To review capacity within the GB by completing a skills audit and recruit additional governors to meet skill-set requirements.	Chair & Vice Chair	£0	20/07/2023	All Governors have completed a skills audit and the results have been analysed. There are no more than two vacancies on the GB.	
3/18	Governors review their own training requirements and commit to training opportunities	Clerk/all governors	£ Cost of NGA membership.	Ongoing / Continuing	All governors complete 3 training courses per year Including safeguarding.	
4/18	Ensuring we monitor our effectiveness by dedicating one meeting a year to self-evaluation	Chair & Vice Chair/ Gov Consultant All governors	£0	30/07/2023	Once a year we have measured our effectiveness by annual reviews, mock Ofsted interviews or evidence portfolios.	
5/18	Continue to provide support to our headteacher as he progresses into his third year of headship.	Chair & Vice Chair	£0	01/07/2023	The headteacher has been able to build strong links with the community, complaints are low and staff surveys show a happy staff. Governors supportively challenge.	Fortnightly meetings are taking place Good liaison and prof relationship being built Supported with recruitment. Performance management completed. Staff survey was largely positive
6/18	We will improve parent and governor engagement by facilitating effective communication by..... introducing all gobs in the NFTV Keeping website up to date Governor board in entrance lobby	All governors	£0	30/07/2023	Parents are aware of the governors' roles, GB membership and how they hold school to account. Governors work alongside the SLT and PSA Liz Farmer.	Introduce all gobs in NFTV Attend coffee mornings. Be present.

					Clerk email address given to parents via NFTV and on the school website.	Pen portraits on website
7/18	All governors commit to visiting school at least 2 times per term (6 per year). Notes of visits are monitored by the headteacher circulated to all governors	All Governors	£0	Ongoing	Governors are aware of the importance of governor visits. They record their observations and are able to assess impact. Monitoring visits are programmed and are effective. Visits are recorded both in terms of formal visits and learning walks. These are shared via the Governors Google Drive and discussed at governors meetings.	Meetings are productive in triangulating evidence. Meetings also improve the awareness of the governor role.
8/18	Governors take ownership of producing a small evidence portfolio tracking the evidence of governor effectiveness	2 governors /Gov Consultant. All Governors contribute evidence through visit reports, training records.	£0	Ongoing	Governors have produced a portfolio of evidence of impact for the next inspection. Portfolio is updated based on key evidence and relevant visits.	Static information within a printed folder with greater depth dynamic evidence shown in Google Drive.
9/18	Governor afternoons/mornings to be a regular feature (three times yearly) allowing all governors to review the progress of governance effectiveness, visiting school with themed monitoring activities and engaging in training activities.	Chair & Vice Chair plan. All Governors contribute.	£0	28/03/23	Two well attended governor afternoon/morning sessions (60% of relevant governors) have been held and monitoring has been effective	
10/18	Governors review how well they communicate with staff	Chair & Vice Chair initially - All Governors to consider how this can be developed.	£0	Ongoing	Staff are aware of the role of the GB and see governors in school on a regular basis. They regularly invite governors to event and celebrations.	All gobs are now more present in school. Staff surveys used to inform direction.
11/18	Governors to plan questions for the parent and staff surveys – focus on does the GB communicate effectively? Do you understand our role? etc	All Governors	£0	30/04/2023	Governors are able to measure the awareness of their role amongst the parent and staff community	

12/18	Link or champion roles are allocated to governors and visit reports from these areas are built into the agendas of meetings in term 2, 4 and 6.	Chair & Vice Chair	£0	As per meeting schedule.	Governors are working in pairs to monitor key areas. They meet co-ordinators and lead members of staff, attend relevant training and report back to governor colleagues twice a year.	Roles reviewed Sep 2022.
13/18	Where possible governors take a secondary link to support another governor and to build knowledge of another area.	Chair & Vice Chair	£0	01/07/2023	Governors lead one monitoring area and support a second.	
14/18	Fortnightly/Monthly Headteacher / Chair meetings are scheduled in advance with a standing agenda of: Staff Wellbeing, Safeguarding, Current concerns, Current Achievements.	Chair	£0	Fortnightly/Monthly.	Regular meetings, both face to face, phone and Teams are scheduled to discuss 5 core areas – standards, staffing, safeguarding, parents and barriers to progress.	
15/18	Governor knowledge of pupil premium is increased. Governors to receive a presentation on the pupil premium, its use and impact	School Business Manager/ Headteacher	£0	30/04/2023	Governors are fully aware not only of the way monies are spent but the difference it makes to standards and attainment	
16/18	Governors will look outside of school for examples of outstanding practice that can be used to enhance the good work of our own school	Chair, Vice Chair & Clerk.	£0	31/04/2022	Attend a meeting of an outstanding local authority primary school.	
17/18	Governors contribute to all leadership recruitment processes and support other appointments where possible	All Governors	£0	Ongoing	Governors have a clear understanding of the appointment process for all appointments and contribute where possible to interview panels.	Govs have supported several interviews and have a good understanding of recruitment
18/18	Governors are familiar with the NGA website and have signed up for training. .	All Governors	£0	Ongoing		