

## Governors' action plan following an audit of their statutory duties 2018/19

Objectives	Success criteria	Specific actions	Monitoring arrangements	Evaluation of Impact	Resources
1. How well governors ensure clarity of vision, ethos and strategic direction.	The Governing Body is influential in setting the strategic direction of the school in partnership with senior leaders and creating a vision that is shared by all members of the school community.	<p>Continue to develop opportunities to discuss with pupils, staff, parents and carers the understanding of the vision statement.</p> <p>The vision statement to be included in all governor notes of visit.</p> <p>Continue with School Council in order to present pupil views to G.B</p> <p>Continue with Safeguarding Champions in order to report to GB any concerns regarding all aspects of Health and safety</p> <p>Continue with Rota Kids in order to support local, national and international initiatives.</p> <p>CoG to attend the 'Strategic Role of Governance' training.</p>	<p>Governor drop-in sessions to observe the vision statement in practice.</p> <p>Minutes of governor committees and also minutes from the pupils' meetings.</p>	The overall effectiveness of the school continued to strengthen and improve across the academic year 2018 -2019. Senior leaders together with the G.B. have developed excellent systems to ensure continued rapid improvement of provision and the quality of education.	<p>Vision statement</p> <p>Governor notes of visit.</p> <p>School website.</p> <p>FGB and Committee minutes.</p>
2. How well governors contribute to the school's self evaluation and understand	Governors have detailed and accurate understanding of the school's overall performance.	SEF SDP and RAP presented at FGB and Curriculum Committees.	<p>Regular updating of the RAP shared with governors.</p> <p>SDP</p>	Governors have contributed to the SDP and SEF and understand	SEF and SDP

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its strengths and weaknesses.	<p>Governors have an understanding of the data which they use to cross reference the groups of pupils across school – SEND, PPG, G&amp;T boy, girl.</p> <p>Governors regularly evaluate their own effectiveness – skills audit.</p>	<p>Internal data to be presented at FGB and Curriculum Committee.</p> <p>Curriculum Committee to agree the monitoring cycle for the year ahead to check for pupil progress.</p> <p>Continue for link governors to carry out first hand monitoring through learning walks, lesson observations, book scrutiny and discussions with their link teacher and pupils.</p> <p>Tracking assessment in the Foundation subjects.</p> <p>Identify gaps in skills and provide CPD.</p>	<p>SEF</p> <p>Curriculum Committee</p> <p>Identified link governors and subject leaders.</p> <p>Governors are up skilled where necessary through CPD</p>	<p>their responsibilities</p> <p>Governors know the school well due to the many drop-in sessions and meetings with both staff and pupils.</p> <p>Governors know they can attend any governor training they feel is necessary.</p>	<p>Notes of visits</p> <p>Governor CPD booking forms</p>
3. How well governors support and strengthen school leadership.	<p>Governors can articulate high expectations for their school and these are reflected in the way they plan their monitoring, are present in school and encourage/support</p>	<p>Governors to keep their 'Whole School Summary' file up to date.</p> <p>Governors to continue to complete notes of visit which are posted on to the governors' portal of the website, so that all governors are aware of how each of us</p>	<p>Governor files updated at each FGB.</p> <p>Check governors' portal.</p>	<p>Governors have a thorough knowledge of the strengths and areas for development as noted in</p>	<p>'Orange' file</p> <p>School website.</p> <p>Notes of Visit.</p>

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	<p>through collaboration.</p> <p>Governance structures are kept under review to ensure they reflect school and national priorities.</p>	<p>are contributing to school improvement.</p> <p>Governors review and agree statements in the SEF, RAP and SDP.</p>	<p>Review and develop the action plan as part of the SEF, RAP and SDP.</p>	<p>their notes of visit.</p>	<p>RAP , SEF, SDP</p>
<p>4. How well governors provide challenge and hold the Head teacher and other senior leaders to account for improving the quality of teaching, pupils' achievement and pupils' behaviour and attainment.</p>	<p>Governor questions demonstrate a relentless drive for improvement.</p> <p>Governors continue to monitor the impact of a range of interventions and bring robust challenge where these are not successful</p>	<p>Governors analyse attainment and in-term progress.</p> <p>Attendance governor to continue to monitor the attendance of specific pupils and identify trends and identify how school supports pupils at risk of becoming persistent non-attenders.</p> <p>Governor discussions with pupils – do they know where there are in their learning and what are their next steps.</p>	<p>Committee meetings</p> <p>Governor visits to school.</p> <p>Link governor meetings</p>	<p>Governors are updated at each FGB on progress and attainment data and are aware of any trends.</p> <p>Attendance data is shared at each FGB and are aware of the support provided to improve attendance.</p> <p>Governors have a clear understanding of behaviour management</p>	<p>Governor meeting minutes.</p> <p>Governor notes of visit.</p>

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				and have witnessed the exceptional behaviour of pupils and their positive attitudes to learning during learning walks and lesson observations.	
5. How well governors use performance management systems, including the performance management of the Head teacher, to improve teaching, leadership and management.	<p>Staffing structure is established and all members of staff understand their roles and responsibilities.</p> <p>Clear and consistent monitoring of the impact of the appraisal process demonstrates the impact of CPD on quality of leadership and management and pupil progress.</p>	<p>F&amp;P and Curriculum committee governors to regularly review staffing structure and meet with all members of the Newdale team</p> <p>F&amp;P Governors to regularly review the performance management of the head teacher and set her annual targets with support from the SIP in order to ensure targets are set in line with the identified priorities of the school.</p>	<p>Interim P.M meetings with governors. Interim appraisal meetings with all staff and senior leaders.</p> <p>Staff attendance for CPD.</p> <p>Pupil attainment and progress data.</p>	<p>H.T teacher P.M management has taken place and new targets have been set in consultation with the external assessor.</p> <p>Governors regularly attend CPD and impact of</p>	<p>P.M and appraisal notes.</p> <p>Committee minutes.</p>

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				this training is included in the termly FGB meetings.	
6. How well governors ensure solvency and probity and that the financial resources made available are managed effectively.	<p>To continue to ensure the school budget remains healthy and positive, while ensuring 'best value' is always considered regarding any 'spend' in terms of identified school priorities.</p> <p>Governors are aware of benchmarking and comparisons with other local schools and schools in similar circumstances</p> <p>Governors are clear about their role in the SFVS process which is presented at F&amp;P.</p>	<p>To continue to monitor the school budget on a half termly basis</p> <p>Continue to use the benchmarking tool to compare spending at Newdale with other similar schools both nationally and within T&amp;W.</p> <p>To ensure the SFVS process is carried out with due consideration to the school priorities.</p>	<p>F&amp;P committee meetings</p> <p>Governor involvement in SFVS.</p> <p>Discussions with PPG co-ordinator and scrutinising the action plan and its financial implications.</p> <p>P.E.funding and allocations shared at committee meetings</p>	<p>The budget continues to remain in a very healthy situation.</p> <p>F&amp;P governors are well aware of the bench marking tool.</p> <p>Governors are impressed at how the P.E funding is being used within the school to ensure a variety and also competitive opportunities for all pupils.</p>	<p>F&amp;P and Curriculum committee minutes.</p> <p>PPG and Sports funding action plan</p> <p>SFVS paperwork.</p> <p>Website.</p>

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				The PPG interventions are having a positive impact regarding progress and attainment.	
7. How well governors operate in such a way that statutory duties are met and priorities are approved.	<p>School website is kept up to date in terms of publishing all statutory policies and procedures.</p> <p>Governors are fully aware of all new safeguarding policies and procedures.</p>	<p>To ensure the website is regularly monitored in order to comply with all the latest statutory regulations.</p> <p>To ensure all policies are updated in line with our 'policy cycle'</p> <p>All governors to read the latest KCSIE Sept.2018 and sign that they have read this document.</p> <p>CoG to attend an update on 'Raising Awareness' training.</p>	<p>To monitor the website to ensure all statutory policies and information are published.</p> <p>To ensure our monitoring cycle for policies is compliant.</p>	<p>The school website is continually updated and complies with all statutory regulations. CoG is aware of all Raising Awareness of Child Protection issues and has contributed to the updated Child Protection policy.</p>	<p>School website.</p> <p>Business interests document.</p> <p>C.P. Policy.</p> <p>Complaints Policy.</p>

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<p>8. How well governors engage with key stakeholders.</p>	<p>Communication with parents and carers continues to be a priority.</p> <p>Parents/carers and pupil views are heard and responded to.</p> <p>The school's website provides parents with a clear understanding of the curriculum and all aspects of school life which contributes to pupil outcomes. Parents/carers are more aware of the ICT technology from information provided</p>	<p>Governors to attend family functions – assemblies, lunches, sporting events etc.</p> <p>Leaders will continue to seek the views of parents/carers through surveys</p> <p>Governors to ensure the school website is up to date and complies with all statutory requirements.</p> <p>Continue with regular blogs and newsletters.</p> <p>Continue to invite staff from all teams and</p>	<p>Governor notes of visit covering these functions.</p> <p>Analysis of parent and pupil surveys and the impact of these.</p> <p>Regular checks by governors regarding the school website and its compliance with statutory regulations,</p>	<p>This is still an area to be developed.</p> <p>Pupils regularly attend governor meetings. However, during those meetings governors may need to ask what they would like governors to work for.</p>	<p>Governor notes of visit.</p> <p>Pupil and parent surveys</p> <p>Parent newsletters.</p> <p>School website.</p> <p>Governors Annual Report to Parents.</p> <p>Pupil reading and homework diaries.</p>

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	from Newdale to support their child's learning. To continue to engage with the local and wider community	pupils to attend governor meetings on a regular basis.  Continue with family and community lunches. Continue with grandparents' day.  Continue with special assemblies for parents and carers.			
9. How well governors use Pupil Premium, and other resources to overcome barriers to learning including reading writing and mathematics.	Governors will have detailed knowledge regarding attainment, progress and closing the gap for pupils in receipt of pupil premium funding.	Governors to meet with lead teacher to plan and agree the action plan for PPG pupils based on research for eg, Sutton Trust.  Governors to observe intervention programmes and provision for PPG pupils.  Governors and school leaders to set clear attainment and progress targets in receipt of PPG funding.  Governors to monitor the impact of a range of interventions <ul style="list-style-type: none"> <li>• SEND budget</li> <li>• Sports Grant</li> <li>• PPG Capitation</li> <li>• Learning interventions</li> </ul>	Governors to scrutinise progress and attainment for all PPG children both in terms of national data and also internal data. Governors to observe the additional intervention provision for all PPG pupils.  Committee meeting minutes	Governors are assured by lesson observations, learning walks, book scrutiny and talking with staff and pupils that intervention programmes are having a positive impact on the progress and attainment of pupils.	PPG action plan and expenditure  Sports action plan and expenditure  External and internal data.  Governor notes of visit.

