

Governance Action Plan 2023-2024

Aspire, Learn, Succeed

School: Cross Gates Primary

Date: September 2023

Core function	Issue to be addressed	Action needed / useful resources	By Whom	By when
Strategic leadership	Reinforcement of the values we stand for and the provision we offer.	Vision and values to be clear in the school's improvement plan; governors to have a clear role in monitoring progress towards objectives, by providing honest, bold, but sensitive challenge and questions to the HT and staff; governor reports to be honest and rigorous, and all interactions to be conducted with compassion and understanding.	ALL GOVERNORS	Start of the academic year 2023/4
	Successful Ofsted inspection.	Training on what to expect during an inspection from a current Ofsted Inspector.	CHAIR TO ARRANGE. ALL GOVERNORS TO ATTEND	Session completed in the summer term 2023
		Chair to attend the Ofsted 'practice interview' session with the SLT and our SIA.	CHAIR	Autumn term 2023
		Regular reminders of the importance of being able to 'speak from experience' when holding the school to account (checking practice against what we are told), by ensuring all governors visit the school either to observe the school's QA process in action or to have in-depth meetings/ visits relating to key objectives from the SIP and specific areas of responsibility (SEND/Curriculum/ EY/ Reading/ Maths)	ALL GOVERNORS GOVERNOR RESPONSIBLE FOR TL/PS	First visit by all governors by Christmas 2023; subsequent visits in terms 2 and 3
	Support for the head teacher and staff.	Ensure the wellbeing of the HT is a regular consideration and that the HT ensures as much as	ALL GOVERNORS	Throughout the year

		<p>possible is done to reduce pressure and workload on staff.</p> <p>Chair has regular contact with the HT, in person or by phone.</p> <p>Support the HT in terms of relationships with parents and the wider community, (e.g. deal with concerns regarding unacceptable parental behaviour and demands)</p> <p>Governors ensure they do not place undue demands on the HT and SLT in terms of additional documentation/meeting time etc. Governor visits to school will largely be part of the school's ongoing work.</p> <p>Support the recruitment process for teaching and support staff posts by attending interviews.</p> <p>Conduct Governor skills audit.</p> <p>When vacancies occur seek to appoint governors with skills to enhance our current GB</p>		
	Ensure we have an appropriate range of skills and experience on the Governing Board		<p>CHAIR</p> <p>CHAIR</p> <p>ALL GOVERNORS</p> <p>ALL GOVERNORS</p> <p>ALL GOVERNORS. LA TO CONDUCT SKILLS AUDIT</p>	<p>Weekly catch up and as required.</p> <p>As required</p> <p>Individual meetings in school in line with the school's monitoring calendar</p> <p>As required</p> <p>Half term 3</p>
	Raise the profile of governors with parents	<p>Attend parent evenings to meet with parents, explain the role of governors, and check if parents are happy with the provision their children are receiving. (Parent survey in 2022 revealed lack of understanding/knowledge of the role of governors)</p>	<p>2 GOVERNORS PER PARENT EVENING, SHARED BETWEEN ALL GOVERNORS</p>	<p>Term 1 and term 3</p>

		<p>Governors to quality assure the monitoring process in school, by attending a range of QA actions conducted in school throughout the year and in conjunction with the school's own monitoring calendar. Governors to make at least 2 visits per year. (Observe pupil interviews; school council meetings; pupil progress meetings; visits to classes; meetings with leaders.</p> <p>Head teacher to run a workshop (separate from the calendared FGB meetings) to explain data and to guide governors to key questions in order to probe and challenge.</p> <p>Governors to read and question/comment on the HT's report to clarify understanding of both the qualitative and quantitative data provided and to challenge where appropriate.</p> <p>A supportive and rigorous process to ensure our vision and values are upheld and we are making good progress against our key objectives. This year we have invited an additional governor to attend and observe the process to ensure succession planning. The chair has up to date training in HT PM and acts as external adviser to other schools; our external adviser is an acting Ofsted Inspector.</p> <p>We encourage reviews and visits from other schools, the Trust and members of the LA to give us an independent view of our effectiveness.</p>	<p>CHAIR/VICE CHAIR/GOVERNOR RESPONSIBLE FOR TEACHING AND LEARNING AND PUPIL SUPPORT.</p> <p>HT for ALL GOVERNORS</p> <p>ALL GOVERNORS</p> <p>CHAIR and VICE CHAIR + GOVERNOR WITH RESPONSIBILITY FOR TL and PUPIL SUPPORT</p> <p>LA and TRUST</p>	<p>Throughout the year</p> <p>Term 1</p> <p>Before each FGB meeting.</p> <p>Half terms 1 and 3</p> <p>At least termly.</p>
	<p>Governors to have confidence in understanding school data sufficiently to be able to probe and question in order to get a clear picture of the school's effectiveness and areas for improvement as well as to understand where the school sits locally and nationally.</p> <p>HT performance management</p> <p>External reviews</p>			

		<p>Receive reports from all review visits which, alongside our own knowledge, enable us to build a comprehensive picture of the school's effectiveness. Our Early Years provision has become a beacon for the school so we have visits from local schools, the Trust and the LA school improvement team and receive feedback.</p> <p>We have an honest and open relationship with the HT so if available we attend independent reviews, observe the process and hear the feedback first hand.</p>		
Overseeing the financial performance of the school	<p>Managing limited resources to meet increasing pupil needs.</p> <p>Seeking ways to generate income</p>	<p>Scrutiny of our budget by our highly experienced governor with responsibility for Resources.</p> <p>Meetings with the team of governors responsible for Resources to ensure spending are appropriately targeted for the benefit of the children.</p> <p>Opportunities to generate income pursued.</p>	VICE CHAIR AND RESOURCES TEAM	<p>Key points in the financial year.</p> <p>Throughout the year</p>