

Kerr Mackie Action Plan October 2016-2017 – Reviewed/RAG rated July 2017



| 1. Key Area: Do We Have the Right Skills on the Governing Body? | | | | | | |
|---|--|--|--|--|---------------|---|
| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
| Ensure GB is fully skilled | Ensure good skill set across GB and identify training needs | Use the outcome of the skills audit to inform governor recruitment | | Report back at FGB | December 2016 | Governor time |
| Fill vacancies on the Governing Body | Have a full complement of governors | Advertise locally (including parent) and/or via School Governor's One Stop Shop (SGOSS)/ Inspiring Governance | Head, Chair and RR to meet prospective candidate | Update via full governing body minutes | December 2016 | |
| Training | All governors to understand their roles and receive any training necessary. Training needs to be linked to the SDP | <ul style="list-style-type: none"> Analysis of skills audit Review of committee membership and governor responsibilities | <ul style="list-style-type: none"> New governors to attend Induction Whole GB training to be considered for Safeguarding and Ofsted Head will ask Liz about data training, or SLT Consider joint training with Moor Allerton Primary | <p>Resources committee to review CPD budget</p> <p>Monitor via full governing body minutes – governors to report back and training governor to keep a record</p> | Ongoing | Governor time Training courses will have a cost implication. |

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| 2. Key Area: Are We As Effective As We Could Be? | | | | | | |
|--|--|---|-----------------|---|----------|---|
| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
| Governor Visits | Quantify time commitment, and ensure that there are enough governors to do visits. | Ensure new governors understand time commitment Review governor visits policy and consider adding school visits to Code of Conduct | Chair | Via report back at full governing body meetings | Ongoing | Governor time |
| Collaborative working | Know about good practice in other schools | Use the Learning Alliance to build up contacts | RR | Via report back at full governing body meetings | | |

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3. Key Area: Are we fulfilling our statutory duties and responsibilities?

| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
|----------------|---|--|-----------------|---|----------|---|
| Policy planner | Governors to take responsibility for monitoring policies and ensuring they go to the appropriate committees | Use a policy planner. | | Via all minutes | | Headteacher time Governor time |
| DBS checks | All governors to have enhanced DBS checks | Any governor that has not done so needs to bring their documents into school and complete online application | All governors | At GB meeting | asap | |
| Website | Ensure website meets statutory regulations | Carry out an audit | | Via report back at full governing body meetings | | Governor time |

4. Key Area: Do We Have A Clear, Shared Vision for the School

| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
|----------------------------------|---|---|-------------------------------|--|----------|---|
| SDP | Governors to fully contribute to the review of last year's SDP and use this knowledge to input into the development of this year's. | <ul style="list-style-type: none"> Agenda item at committees. Named governor linked to SDP targets and focussed visit to be based on this | Committee Chairs Governors | Committee and FGB minutes. Governors to write reports when visiting | Ongoing | Governor time |
| Review Aims and Vision of school | Governors to have a clear vision for the school | <ul style="list-style-type: none"> Review data Consult with stakeholders | Chair | Via full governing body minutes | | |

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| 5. Key Area: Are we having an impact on outcomes for pupils? | | | | | | |
|--|---|--|-----------------|---|----------|---|
| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
| Governor Impact Statement | Governors to be able to clearly articulate their impact | Spread sheet of governors' roles and responsibilities. An impact statement to be written. | PM Chair | Via full governing body minutes Statement to be put on website | | Governor time |

| 6. Key Area: Do We Hold School Leaders to Account? | | | | | | |
|--|--|---|-----------------|------------------------------------|----------|---|
| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
| Impact of Pupil Premium/ Sports Premium | Governors to know how this money is spent and its impact | Report from Head | | Via full governing body minutes | | Governor time |
| Quality of teaching | Ensure that all teaching is Good or better | Head to asses this and report to TL com Family of school will provide moderation | Head | TL committee minutes | | |

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| 7. Key Area: Are We Properly Engaged With Our School Community, The Wider School Sector and the Outside World? | | | | | | |
|--|---------------------------------------|---|--|---|----------|--|
| Priority | What outcome do we want? | What will we do to achieve this outcome? | Who will do it? | How will the GB check on progress? | Deadline | What resources and training are needed? |
| Pupil Voice | Understand what pupils think and feel | <ul style="list-style-type: none"> • Speak to pupils • Meet with school council, • Food Ambassadors | RR | Via minutes of relevant committee meetings and/or full governing body minutes | Ongoing | Pupil time Governor time |
| Parent Voice | Good communication with parents | <ul style="list-style-type: none"> • Ask parent to complete Ofsted Parent View at parents evening • Have governor section in Newsletter | Head. Governors to attend parents evening | Results to go to appropriate committee | Ongoing | Pupil/parent/staff time Governor time |