



Knowles Primary School

Governors Development Plan 2016-17

This plan lays out the key actions and measurable outcomes targeted over this period.

The areas for development are organised into the following priority areas:

Priority 1 – Improve Safeguarding Procedures

Priority 2 – Improve Attendance

Priority 3 – Improve Quality of Teaching and Learning

Priority 4 – Improve leadership at all levels

Governors take areas of responsibility for monitoring and evaluation purposes.

Actions to address priority	Leader	Time Scales	Monitoring	Evaluation	Evaluation of effectiveness/Impact
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Actions to address priority	Leader	Time Scales		Monitoring	Evaluation	Evaluation of effectiveness/Impact
		Start	End	Who / how / evidence		
To monitor and review Safeguarding procedures so they are robust and meet statutory requirements and provide evidence at FGB that	Safeguarding Governor	September 2016	October 2016	Safeguarding Governor	Monitor Safeguarding procedures by conduct 3 governor visits during Autumn, Spring and summer Term evaluating evidence that Safeguarding procedures are being adhered to through the whole school, years Foundation to Year 6	FGB meeting show evidence that the action has taken place and there are no red flags highlighted as part of the evaluation. Safeguarding to be an agenda item on all committee and full governor meetings Governors have a thoroughly document to measure against
To Monitor and Review Attendance	Attendance Governor	September 2016	ASAP January 2017 January 2017 January 2017	All Governors Attendance Governor Attendance Governor Attendance Governor	Attendance is the responsibility of everyone Report on how the school is changing parental culture with regards to attendance, Review the effect of attendance Surgeries and complete parent questionnaire No child has lower than 92% attendance and overall attendance is 96%	Attendance is the responsibility of everyone in the school and is a <u>whole school Performance Management target</u> . The attendance Governor will need to be reporting on numbers of warning notices issued, repeated notices issued, fines etc. through regular (monthly) meetings with the attendance team and reporting on are there any particular vulnerable groups relating to attendance-track interventions and educational outcomes for these children if it is apparent. FGB meeting show evidence that the action has taken place and there are no red flags highlighted as part of the evaluation.
To ensure that all Governors complete 3 school visits with a SDP focus • Visits to be organised through	Committee Chairs	September 2016	July 2017	Chair	School visits are uploaded on to Governor Hub, Reported	Governor visits-put onus on Governors to write a report of no more than one side of A4 relating

Actions to address priority	Leader	Time Scales		Monitoring	Evaluation	Evaluation of effectiveness/Impact
Committees/ linked governor role <ul style="list-style-type: none"> Individual Governors are responsible for organising their monitoring visit Visits to be related to Curriculum subject SEF Governor visit process to be followed at all times 					to during committee and full governor meetings	to the outcomes of their visit-strategic and data related (good to see link to visit procedures)
To improve Communication with Parents <ul style="list-style-type: none"> Termly reporting of Governor Focus in the newsletter Attendance at Parent Evening Supporting School Events Governor Survey to evaluate impact of vision and aims through the children's and staff and parent's responses 	Chair	September 2016	July 2017	Chair	Governors to attend Sports day, Community group activates, sports day, take part in awards for children, Questionnaire completed and report on for children staff and parents for autumn, spring and summer and data analyzed and actions created	FGB meeting show evidence that the action has taken place and there are no red flags highlighted as part of the evaluation FGB meeting show evidence that the action has taken place and there are no red flags highlighted as part of the evaluation
All Governors to access at least one training course from the Governor services to develop individual skills and knowledge	Committee Chairs	September 2016	July 2017	Committee Chairs	Chair	Strengthening the Governing body team in all areas FGB meeting show evidence that the action has taken place and there are no red flags highlighted as part of the evaluation
To Support and Challenge school data through sub committees and FGB <ul style="list-style-type: none"> Governors to ask effective questions regarding school data and reports 	Chair	September 2016	July 2017	Committee Chairs	Chair Head Teacher	Sub Committee meetings minutes' show effective questioning of data, progress, attainment, budget and polices and process
To ensure all policy are reviewed and signed off on time. Each committee is allocated policy responsibility, however, the follow up and follow through processes are not secure enough to ensure timely and regular review.	Committee Chairs	September 2016	July 2017	Committee Chairs	There is no policy that misses their review date	Sub Committee/FGB meetings minutes' show no policies are behind in their review
Quality of Teaching and learning	AT&L Chair	September 2016	October 2016	All Governors	Through HT report and AT&L have we achieved 100% of teacher being judged as good	FGB & ATL meeting show evidence that this is being monitored and evaluated by Governors reviewing the data presented and asking questions on the following areas Outcomes of pupil progress

Actions to address priority	Leader	Time Scales		Monitoring	Evaluation	Evaluation of effectiveness/Impact
Quality of Teaching and learning	R&F Chair	September 2016	December 2016	All Governors		meetings, interventions, work sampling, observations, learning walks, peer-to-peer development, in school moderation and external moderation giving credence to school judgements. Pulling together all the different strands gives a good overview of quality of teaching and progress.
	Victor	September 2016	December 2016	All Governors	Monitor Math's Policy, conduct 3 governor visits during Autumn, Spring and summer Term evaluating evidence that Math's policy is being adhered to through the whole school, years Foundation to Year 6	Report on evidence showing that monitoring and planning for math's includes problem solving and applying and making changes where needed Outcomes of pupil progress meetings, interventions, work sampling, observations, learning walks, peer-to-peer development, in school moderation and external moderation giving credence to school judgements. Pulling together all the different strands gives a good overview of quality of teaching and progress.
	Vice Chair	September 2016	December 2016	All Governors	Monitor SMSC Policy, conduct 3 governor visits during Autumn, Spring and summer Term evaluating evidence that SMSC policy is being adhered to through the whole school, years Foundation to Year 6	Outcomes of pupil progress meetings, interventions, work sampling, observations, learning walks, peer-to-peer development, in school moderation and external moderation giving credence to school judgements. Pulling together all the different strands gives a good overview of quality of teaching and progress.
	Vice Chair	September 2016	December 2016	All Governors	Ensure the staff have embraced ethos and vision of the school	Staff questionnaire report and actions

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Leadership at all levels	R&F Chair	September 2016	December 2016	All Governors	Ensure the staff are aware of their strength and weakness base a questionnaire around leadership	Staff questionnaire report and actions
	Chair	September 2016	December 2016	Chair	Governors to be a champion of the school, embrace the school's ethos and vision	That actions on GDP have been fulfilled and reported on by the end of Spring 2017 term
	Chair	September 2016	March 2016	Chair	Audit on Leadership and management change	