

## OXSPRING GOVERNORS' YEAR PLAN 2017 - 2018

School term	Core Function 1: Ensuring clarity of vision, ethos & strategic direction	Core Function 2: Holding the Head Teacher to account for the educational performance of the school and its pupils	Core Function 3: Overseeing the financial performance of the school and making sure its money is well spent	Governing Body's organisational efficiency and effectiveness: fitness for purpose
Autumn	<ul style="list-style-type: none"> <li>• Evaluate what we have achieved this year</li> <li>• Conduct self-review of governing body effectiveness -(both of above through e.g. Governor Audit; 20 Questions)</li> <li>• Prepare and publish an annual statement taking account of the outcomes of the self-review and an assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen</li> <li>• Review our vision statement and values</li> <li>• Review policies as per cycle of review</li> </ul>	<ul style="list-style-type: none"> <li>• Review Head Teacher's performance and pay</li> <li>• Ensure every teacher has an appraisal and salary review</li> <li>• Receive HT report on PMR and anonymised staff PM targets</li> <li>• Monitor CPD and impact</li> <li>• Review performance data, including SATs and Ofsted and FFT dashboards</li> <li>• Agree school performance targets including attendance</li> <li>• Monitor pupil performance</li> <li>• Monitor attendance and behaviour</li> <li>• Review policies as per cycle of review</li> </ul>	<ul style="list-style-type: none"> <li>• Publish details of use of pupil premium and its impact</li> <li>• Publish details of use of sports premium and its impact</li> <li>• Monitor budget</li> <li>• Monitor links between SIP priorities and budget</li> <li>• Complete asset management plan and school capacity review</li> <li>• Review Risk Assessment documents</li> </ul>	<ul style="list-style-type: none"> <li>• Review the Scheme of Delegation (HT/FO)</li> <li>• Update planner</li> <li>• Agree the focus &amp; priorities for the coming year and draw up Action Plan with particular reference to the SIP</li> <li>• Update ROI</li> <li>• Ensure school website includes all information required by DfE and that required for Edubase</li> <li>• Review the allocation, and responsibilities and roles of link governors</li> <li>• Link governors establish focus and Action Plan for coming year</li> <li>• Review GB's Code of Practice</li> <li>• Plan governor days schedule</li> <li>• Review and plan to meet governors' training needs</li> <li>• Ensure schedule in place to review all relevant policies through the year</li> </ul>

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<b>Spring</b>	<ul style="list-style-type: none"> <li>• Review progress with School Improvement Plan</li> <li>• Review progress with Governors' Action Plan</li> <li>• Review policies as per cycle of review</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct Head Teacher's mid-year PM review</li> <li>• Monitor staff mid-year PM reviews and impact</li> <li>• Monitor CPD and impact</li> <li>• Monitor pupil performance</li> <li>• Monitor attendance and behaviour</li> <li>• Review policies as per cycle of review</li> </ul>	<ul style="list-style-type: none"> <li>• Complete SFVS and send to LA by 31 March</li> <li>• Review and cost staff structure</li> <li>• Monitor budget</li> <li>• Monitor links between SIP priorities and budget</li> <li>• Start drafting budget for the coming year</li> </ul>	<ul style="list-style-type: none"> <li>• Elect Chair and Vice Chair</li> <li>• Update ROI</li> </ul>
<b>Summer</b>	<ul style="list-style-type: none"> <li>• Review progress with the School Improvement Plan</li> <li>• Review progress with Governors' Action Plan</li> <li>• Review policies as per cycle of review</li> <li>• Review composition of GB for coming academic year</li> <li>• Initiate review of the School Improvement Plan</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor pupil performance and progress</li> <li>• Monitor attendance and behaviour</li> <li>• Review: Admissions and destinations of school leavers Attendance of staff Pupil exclusions for the year</li> <li>• Review policies as per cycle of review</li> <li>• Monitor CPD and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor budget</li> <li>• Monitor links between SIP priorities and budget</li> <li>• Agree budget for the new financial year</li> <li>• Complete and return budget template and Best Value Statement</li> <li>• Complete and return Consistent Financial Report (CFR) declaration</li> <li>• Receive Benchmarking reports and consider any actions as appropriate</li> <li>• Audit School fund</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluate effectiveness of governance model</li> <li>• Review and evaluate governor visits</li> <li>• Review governor attendance</li> <li>• Revisit Skills Audit</li> <li>• Update ROI</li> <li>• Update School Governors Handbook</li> <li>• Agree calendar of meetings for the coming year</li> </ul>