

DGP Bulletin 14th May 2018 ***For School Governors by School Governors***

Website: dgovp.org.uk
Telephone: 07771 25252
e-mail: sharon@dgovp.org.uk

To buy into DGP for the next financial year contact Sharon Siddons

It is excellent value for money, excellent quality and offers wide benefits for governors, clerks and MATs.

In a MAT or forming a MAT?

We can offer you bespoke training for your Local Governing Boards; support them to work to a scheme of delegation and provide sound governance practices. Contact Sharon for details.

Performance Management

September will see the start of the appraisal process. To be prepared for this please ensure that:

- ✓ Your Pay and PM /Appraisal Policy are up to date
- ✓ Governors sitting on the Head's PM panel are trained
- ✓ Generic objectives for staff support the vision and Improvement Plan
- ✓ Ask if school appraisers are trained
- ✓ The GB appoints an external, totally independent advisor for the Head's PM
- ✓ Consider starting the process with the Head's PM with all other objectives for staff following on from these.

The National Governance Association's (NGA's) latest research report draws upon a survey of 1,164 chairs of governors and trustees of state-schools in England and interviews with 10 individuals (headteachers, chairs of governors and external advisors) involved in the appraisal process.

Summary of the findings

Despite having more legislative freedom, many of the schools surveyed as part of this project continued to follow historic practices based on old regulatory procedures. Although under no obligation to do so, the findings show that: while the appraisal regulations make no reference to panel size, most respondents said that their school, including a large number of academies, put together a panel of two to three governors/trustees. Furthermore, 87% of academies surveyed still appointed an external advisor.

Finally, although free to choose any time of year, the majority of respondents noted that their schools continued to conduct the headteacher appraisal in the autumn term. While these findings are not concerning in themselves, it suggests that large numbers of schools have not actively changed the way they conduct the headteacher performance appraisal in recent years.

If you feel you need further information/training on this process, the DGP are delivering a course – ‘The Governor Role in Performance Management’ on **Thursday 24th May 2018** at the **Derby Conference Centre, London Road, Derby**. The timings are 7.00 pm – 9.00 pm. Costs and further information is included in this bulletin in the ‘courses schedule’. Please email me if you wish to book a place.

While NGA came across many aspects of good practice in the research, the findings did reveal some areas school may consider reviewing going forward. This includes:

- In schools where management structures had changed significantly (i.e. multi-academy trusts), the interview data uncovered some tension and confusion as to whether those governing, or other executives leaders above the headteacher, should lead the headteacher appraisal process.
- Individuals involved in headteacher appraisal offered a lot of skills and expertise often from their professional lives. However, the survey findings revealed that, amongst those that participated, panel members were less likely to have received training on headteacher appraisal if they had sat on the panel for less than 6 years, with 42% of panel members with one or less years’ experience not receiving any training.
- With regards to the external advisor, nearly a quarter of the governors and trustees surveyed outlined that their headteacher directly appointed the external advisor, potentially affecting their impartiality. The interview data also revealed potential conflicts of interest with schools conflating the external advisor roles, particularly if there was evidence to suggest that a ‘cosy’ relationship between the headteacher and external advisor had developed.
- In terms of setting performance objectives, the survey and interviews revealed that those governing were sometimes unclear as to which sources of data were appropriate for judging the headteachers’ performance, with governing boards having a tendency to set headteachers unachievable performance objectives and neglecting the headteachers’ professional development. In addition, in some cases, there was confusion as to whether the appraisal panel should share the headteachers’ objectives with the rest of the governing board.
- Finally, in relation to pay, amongst those surveyed there were more headteachers receiving pay increments than there were headteachers meeting all of their objectives. In these cases, appraisal panels either recommended a pay increment for their headteacher, or could not because they were at the top of their scale, 83.9% of the time.

As part of the research, NGA gave eight recommendations to help governing boards consider ways to improve their practice based on each of the challenges identified. A summary of each objective is outlined below:

1. All appropriate voices need to be heard when making decisions concerning the headteachers performance and future objectives. In groups of schools, it is important that appraisal arrangements are clearly outlined in an annually updated scheme of delegation/delegation planner.
2. All new panel members should receive some form of training, proportionate to each panel members' experiences.
3. Where it is required (or those governing have chosen) to have an external advisor, the governing board must take ownership of the decision. Furthermore, the role of the adviser is to support and provide impartial advice, not to lead the process or have final say on the headteacher's objectives or pay.
4. The governing board and headteacher should agree when the objectives for the year are set, what success will look like and what evidence will be used to assess this. The evidence should be easily accessible and available to governing boards.
5. Objectives must be realistic and achievable. They should be related to the school's priorities and there should be a clear 'success criteria' in place for each objective.
6. With regards to personal development objectives, governing boards should actively encourage headteachers to continue to develop at all stages in their career.
7. Aside from some confidential personal objectives, NGA's view is that there is no good reason why the panel should not share the headteachers' objectives with the rest of the governing board.
8. Governing boards need to ensure that those making pay recommendations have a clear understanding of the pay policy and how it relates to the appraisal policy.

**Get up to date with the national picture
What is happening in governance – Burning Issues!**

NGA Update

**7-9pm Thursday 7th June 2018
Derby Conference Centre
London Road, Derby DE24 8UX**

These sessions are much valued as a real opportunity to collaborate, discuss, share ideas in a friendly group of governors. Book a place and join us.

**No cost to DGP Package members, otherwise £25 per governor
(please note: where places are booked but not taken your school will still be
charged).**

**Book place with Sharon Siddons
Telephone: 07771 252252 - e-mail: sharon@dgovp.org.uk**

Clerks' Network Meeting

The next DGP Clerks' Network Meeting will be held on **Wednesday 13th June 2018, from 10.00 am – 12.00 noon at Ashgate Nursery School, 18 Stepping Lane, Derby, DE1 1GL.**

All Clerks welcome, refreshments provided. They will be sharing current issues that Clerks are dealing with. The topic for discussion this time will be Clerk's Appraisal.

Please take note of the parking situation in the information below.

Those attending need to be aware that the parking outside the nursery belongs to the housing association and parking tickets are issued if people do not have parking permits – so find a parking space nearby. There is two hours of parking on Slater Avenue which is close to the nursery.

If you wish to book a place at this meeting, please email Sharon. There is no cost to DGP member schools and a charge of £10 for non-package schools.

2018 - 2019 DGP Course Programme

Please book your places with Sharon - don't forget there is a 30% DGP partner discount for all our courses. The DGP Board evaluates all of the feedback from our courses. Feedback continues to show that we are providing high quality training for governors and clerks. Do let Sharon know if there is anything you would like us to add to our annual course programme or if your governing board would be better served by an 'In School Support' session tailor made to your requirements.

To book places at any of the events below please contact Sharon on sharon@dgovp.org.uk or telephone: 07771 252252.

SUMMER TERM 2018

The Role of the SEND Governor

Competency area 5 Compliance

SEND is the responsibility of ALL governors, not just the designated governor. How does your GB discharge this responsibility? Understand the principles of inclusion and how to champion the needs of SEND children in your school

Sue Bradley - Executive Head of The Kingsmead and Newton's Walk PRU and Special School

7-9pm Derby Conference Centre

Date: Thursday 17th May 2018

£55.00 package or £80.00 non-package

The Governor role in school Performance Management

Competency area 2 Accountability

One of our strategic functions is to hold the head to account for the performance management of staff. This is a fundamental system of bringing about school improvement and one which Ofsted will explore. How do you ensure your PM systems are robust? What is the governor role in this process?

Sandra Fletcher - Independent Educational Consultant, Chair of Governors and NLG

7-9pm Derby Conference Centre

Date: Thursday 24th May 2018

£55.00 package or £80.00 non-package

Evaluating Governance

Competency area 6 Evaluation

Are you a self evaluating outward looking board? Do you know your strengths and what to do to improve weaker areas? 360 audits of the chair, annual reviews of contribution – how do they play a part in strengthening your effectiveness?

Sandra Fletcher – Independent Educational Consultant, Chair of Governors and NLG

7-9pm Derby Conference Centre

Date: Wednesday 6th June 2018

£55.00 package or £80.00 non-package

Appraising your Clerk to Governors

Competency area 3 People

Having a professional clerk to support your governing body is essential and appraising your clerk is a vital part of the process to support your clerk and their development.

Chris Merrick –Independent Educational Consultant, Chair of Governors and NLG

7-9pm Flint Bishop Boardroom

Date: Monday 11th June 2018

£55.00 package or £80.00 non-package

Developing a Strategic Vision for your school

Competency area 1 Strategic Leadership

Consider what this means for your governing body and set about achieving this with more confidence

Sandra Fletcher – Independent Educational Consultant, Chair of Governors and NLG

7-9pm Derby Conference Centre

Date: Thursday 14th June 2018

£55.00 package or £80.00 non-package

<p>Governor Roles and Responsibilities Competency area 4 Structures This course will focus on the two competency areas of People and Structures The strategic nature of board, effective structures, people and team working in a professional way to bring about highly effective governance</p> <p>Chris Merrick – Independent Educational Consultant, Chair of Governors and NLG</p>	<p>7-9pm Derby Conference Centre Date: Monday 18th June 2018</p> <p>£55.00 package or £80.00 non-package</p>
<p>Safeguarding – The governor role Competency area 5 Compliance Ofsted see Safeguarding as the ‘golden thread which impacts on all areas of inspection. Whilst there will be designated safeguarding governor ALL governors have a Safeguarding responsibility. How do you discharge this vital responsibility?</p> <p>Franky Boyland - Assistant Head at The Kingsmead School and Sandra Fletcher – NLG</p>	<p>7-9pm Derby Conference Centre Date: Thursday 28th June 2018</p> <p>£55.00 package or £80.00 non-package</p>
<p>Gathering first hand monitoring evidence Competency area 2 Accountability Gain a greater understanding of the purpose of governor visits, how the evidence you gather support monitoring of the school development plan and strategic vision</p> <p>Sandra Fletcher – Independent Educational Consultant, Chair of Governors and NLG</p>	<p>7-9pm Derby Conference Centre Date: Tuesday 3rd July 2018</p> <p>£55.00 package or £80.00 non-package</p>