

# STRONGER GOVERNANCE FOR EDUCATION

IN LINCOLNSHIRE

SUPPORT AVAILABLE TO STRENGTHEN THE  
GOVERNANCE OF LINCOLNSHIRE SCHOOLS



# SUPPORTING STRONGER GOVERNANCE

## WORKING IN PARTNERSHIP



Lincolnshire Teaching Schools Together (LTT), The Lincolnshire Learning Partnership (LLP), Lincolnshire County Council (LCC), Lincoln Anglican Diocese and the Leaders of Governance (NLGs/LLGs) have all worked together to produce a comprehensive and coherent support offer to ensure stronger governance of schools and academies in Lincolnshire.

Our commitment is to ensure that all Governors/Trustees from across Lincolnshire are able to access appropriate support locally, throughout the year. We aim to explain that offer, to make it simple to book Professional Development and to source bespoke support.

# OUR SUPPORT OFFER

## TRAINING FOR GOVERNORS/TRUSTEES ..... 5

- Professional Development Units
- Development programme for Chairs/Clerks/Boards'
- Online Training
- SEND Graduated Approach Workshops

## RESOURCES ..... 9

- Support Tools for Self-Review/Peer-Review:
  - Maintained Schools including Federated Schools
  - Single Academies
  - Multi Academy Trusts
- Support for recruiting Governors/Trustees
- Key Governance Documents

## CONSULTANCY ..... 10

- Leaders of Governance (NLGs/LLGs)
- External Adviser for effective Headteacher Performance Management
- External Reviews of Governance

## NETWORK/BRIEFING EVENTS ..... 12

- Governor Partnership Meetings
- Clerks' Network Meetings
- Annual Governor Conference

# TRAINING FOR GOVERNORS/TRUSTEES

We offer a programme of professional development sessions for Governors/Trustees. Some of the sessions are offered in partnership with the National Governance Association (NGA).

90-minute sessions can be delivered to Governors/Trustees of individual schools or groups of school.

## PROFESSIONAL DEVELOPMENT UNITS

### FOCUS ON THE CORE PURPOSES OF GOVERNANCE AND HOW TO BE HIGHLY EFFECTIVE AS A GOVERNING BOARD

- This is a unit that will serve the purpose of an introduction/induction for new governors/trustees as well as a 'refresher' for those who have been governing for some time.

### FOCUS ON SEND:

- How do we ensure that we are meeting the requirements of the governors' responsibilities with respect to pupils with SEND?
- What does the worst case scenario look like and how can we avoid it?
- What are the practical things we can do as governors that will make a difference?

### FOCUS ON SAFEGUARDING

- How do we ensure that we are meeting the requirements of the governors' responsibilities with respect to safeguarding?
- What does the worst case scenario look like and how can we avoid it?
- What are the practical things we can do as governors that will make a difference?

### FOCUS ON GOVERNOR VISITS TO SCHOOL

- Why is it important that governors visit the school and what should we be doing when we make a visit?
- How can we ensure that the findings from a visit are integrated into the governance process and evidence trail?
- What are the important protocols that need to be established and followed when governors visit the school?

### FOCUS ON SECURING VALUE FOR MONEY – THE ROLE OF GOVERNORS IN RELATION TO DEDICATED GRANTS e.g. Pupil Premium

- What is the governors' responsibility around the wise spending of dedicated grants?
- How can we most effectively and simply discharge this responsibility and evidence the governance?
- How do we establish value for money?

### RUNNING EFFECTIVE PANELS (EXCLUSION, DISCIPLINE ETC)

- What does effective look like in relation to a governors' panel process?
- What are the pitfalls to avoid and how can we avoid them?
- What support do we need and how can we secure it?

### PREPARING FOR OFSTED

- What will Ofsted ask governors as part of their inspection of the school and why are these questions critical?
- How can we ensure that the governance of the school is transparent and can be scrutinised?
- What are the things we can do now to prepare for a future Ofsted inspection?

### FOCUS ON PREPARING FOR THE NEW SIAMS / SECTION 48 INSPECTION FRAMEWORK

- Understanding the new 2018 framework.
- Updating your self-evaluation in line with the new framework.
- The role of the governing body in the new SIAMS framework.

### FOCUS ON THE NEW LINCOLNSHIRE LA SYLLABUS FOR RE

- Understanding the changes in the new Lincolnshire RE syllabus.
- How do governors monitor RE in schools?

### GOVERNING BOARDS CAN ALSO COMMISSION TRAINING FOCUSED ON TOPICS NOT COVERED BY THE CORE UNITS:

For example:

- The role of governing boards in relation to health and safety.
- Effective use of pupil performance data.
- Performance management and pay determination.
- 'Restructuring Governance' within a MAT context.

Cost: £500 per session\*

Venue: To be selected by the school

These sessions provide a great opportunity for your school/academy to liaise with and share the costs with other local schools within your surrounding area.

For further information and to book please contact:  
[governorsupport@lincolnshire.gov.uk](mailto:governorsupport@lincolnshire.gov.uk)

\*Please note that the cost of delivering a session is £500 irrespective of group size



HELD AT THE  
KEYWORTH  
CENTRE

## DEVELOPMENT FOR BOARDS' PROGRAMME

The NGA Leading Governance Development for Boards' programme is funded by the Department for Education and is designed for boards governing multi-academy trusts or groups of schools, or boards of schools in opportunity areas where the school is judged to be requiring improvement. This is a consultant-led, bespoke programme, that will be tailored to your board's circumstances, to improve practice and outcomes.

This is a bespoke programme designed for those who are governing in more complex circumstances. The chair or future chair of the governing board will join a development programme for chairs, and will work closely with a consultant analysing an online board self-evaluation, the results of which will inform an action plan for the governing board's development. In addition, the consultant will engage with the whole board and senior leaders so that any further support such as coaching, mentoring and subject-specific training needs can be identified and provided.

This programme consists of development for the board over a period of approximately three terms.

Funding is available up to the value of £2,000. Please contact NGA to enquire about eligibility email: [leading.governance@nga.org.uk](mailto:leading.governance@nga.org.uk)

### DEVELOPMENT FOR BOARDS BOOKING LINK:

For available cohorts and to book or register your interest please visit: [www.nga.org.uk](http://www.nga.org.uk)

## DEVELOPMENT FOR CHAIRS' PROGRAMME

The NGA Leading Governance Development for Chairs' programme is funded by the Department for Education and provides chairs, vice chairs, committee chairs and future chairs with opportunities for developing leadership skills and confident governance.

This programme offers a blend of flexible learning and will take approximately three terms to complete. Led by experienced facilitators, participants will attend workshops and access effective one-to-one mentoring throughout the duration of this programme. Learning will be both group-led and independent.

DATE	TIME	ACTIVITY
Thursday 14th February 2019	9.30am- 1.30pm	Unit 1 Face-to-Face session: <i>Leading Governance</i>
Wednesday 1st May 2019	9.30am- 1.30pm	Unit 2 Face-to-Face session: <i>Delivering Effective Governance</i>
Wednesday 11th September 2019	9.30am- 1.30pm	Unit 3 Face-to-Face session: <i>Leading School Improvement</i>

Costs - The full cost of this programme is £500. Funding of £500 is available. Please contact the NGA to enquire about eligibility for this. Email: [leading.governance@nga.org.uk](mailto:leading.governance@nga.org.uk)

## DEVELOPMENT FOR CLERKS' PROGRAMME

HELD AT THE  
KEYWORTH  
CENTRE

This accredited NGA Leading Governance Development for Clerks' programme is designed for new and experienced clerks currently working in all school and trust settings. It helps develop the knowledge and skills needed for high-quality clerking.

This programme offers a blend of flexible learning over approximately a nine-month period. Led by experienced facilitators, participants will attend workshops and access effective one-to-one mentoring throughout the duration of this programme. Learning will be both group-led and independent.

DATE	TIME	ACTIVITY
N/A	N/A	Unit 1 Self-Study: <i>Understanding governance essentials</i>
Wednesday 3rd April 2019	9.30am- 12.30pm	Unit 2 Face-to-Face session: <i>The role of the modern professional clerk</i>
Thursday 9th May 2019	9.30am- 12.30pm	Unit 3 Face-to-Face session: <i>The administrative role of the clerk</i>
Thursday 11th July 2019	9.30am- 12.30pm	Unit 4 Face-to-Face session: <i>Accountabilities, advice and guidance</i>
Thursday 12th September 2019	9.30am- 12.30pm	Unit 5 Face-to-Face session: <i>Working together to ensure effectiveness</i>

Costs - Funding of £350 is available and can be used against the full cost of the programme. The programme will cost £75 if you take up funding.

Please contact the NGA to enquire about eligibility for this.  
Email: [leading.governance@nga.org.uk](mailto:leading.governance@nga.org.uk)

The Development programmes for Chairs and Clerks are open for bookings. For available cohorts and to book or register your interest please use the following link:

**CHAIRS' BOOKING LINK:** [www.nga.org.uk/ConsultancyandTraining/LeadingGovernance/Development-for-Chairs/dates.aspx](http://www.nga.org.uk/ConsultancyandTraining/LeadingGovernance/Development-for-Chairs/dates.aspx)

**CLERKS' BOOKING LINK:** [www.nga.org.uk/ConsultancyandTraining/LeadingGovernance/Development-for-Clerks/dates.aspx](http://www.nga.org.uk/ConsultancyandTraining/LeadingGovernance/Development-for-Clerks/dates.aspx)

## SEND GRADUATED APPROACH TO WORKSHOPS 2018/19 FOR GOVERNORS

In order to work together to ensure positive outcomes for all children and young people with SEND in Lincolnshire, the Lincolnshire SEND team have put together some information sessions to share details of the Governing Body's legal responsibilities.

The sessions are free of charge and should provide you with a useful avenue to ensure your Full Governing Body is meeting its statutory requirements.

Each session will last an hour and SENDCOs/Headteachers are invited to attend along with their Chair of Governors or SEND Governor if they wish to.

The presentations given at each of the locality briefings will be largely the same, but with some locality updates as appropriate.

North Kesteven & South Kesteven	Lincoln West Lindsey	Lincoln West Lindsey	East Lindsey	Boston South Holland
The Venue, Grantham Road, Navenby LN5 0JJ	Myle Cross, Macaulay Drive, Lincoln LN2 4EN	Newland Room, County Offices, Lincoln LN1 1YL	The Stanhope Hall, Boston Road, Horncastle LN9 6EY *Twilight TBC	The Pilgrim Lounge, York Street, Boston PE21 6JN
Wednesday 14th November 2018 9am-10am & 6pm-7pm	Monday 12th November 2018 9am-10am only	Monday 12th November 2018 6pm-7pm only	Tuesday 20th November 2018 9am-10am & 6pm-7pm*	Thursday 22nd November 2018 9am-10am & 6pm-7pm
Wednesday 27th March 2019 9am-10am & 6pm-7pm	Monday 25th March 2019 9am-10am & 6pm-7pm	Monday 25th March 2019 6pm-7pm only	Tuesday 19th March 2019 9am-10am & 6pm-7pm*	Thursday 21st March 2019 9am-10am & 6pm-7pm
Wednesday 26th June 2019 9am- 10am & 6pm-7pm	Monday 24th June 2019 9am-10am only	Monday 24th June 2019 6pm-7pm only	Tuesday 2nd July 2019 9am-10am & 6pm-7pm*	Thursday 4th July 2019 9am-10am & 6pm-7pm

## ONLINE TRAINING

To support all schools and academies in Lincolnshire, the Local Authority (LA) subscribes to the NGA Learning Link. This provides a suite of online training materials that reflect the core content of training to enable governors to be effective.

The online guided learning is developed in partnership between the National Governance Association (NGA) and the Virtual College. It is good practice to revisit this training and share training certificates with your Clerk to Governors.

### CONSULTANCY AND TRAINING LEARNING LINKS

To access this training, please visit NGA: [www.nga.org.uk](http://www.nga.org.uk)



## RESOURCES

A range of key resources is provided on the website for Governing Boards to help them strengthen their governance arrangements.

### SUPPORT TOOLS FOR SELF-REVIEW/PEER-REVIEW

These tools can be used to evaluate the current effectiveness of the governance arrangements of the School/Trust.

Three tools are available for:

- Maintained Schools including Federated Schools
- Single Academies
- Multi Academy Trusts

The tools come with some guidance about how they can be used by an individual governing board and as a part of the school's peer-review process. Having identified their profile of governance strengths and weaknesses, governing boards will then be able to identify which parts of the Stronger Governance offer they are going to engage with to ensure that they are working as effectively as possible

### SUPPORT FOR RECRUITING GOVERNORS / TRUSTEES

The website has a section which provides guidance and signposting linked to helping governing boards to recruit new members.

### LIBRARY OF KEY RESOURCE DOCUMENTS

The website has a significant and comprehensive list of documents available to download. Examples of these are listed below:

- NGA Handbook
- Competency Framework for Governance
- Clerking Competency Framework
- NGA Model Code of Conduct

# CONSULTANCY

Lincolnshire Teaching Schools Together (LTT) has worked with the Lincolnshire Learning Partnership (LLP) and the Leaders of Governance based in Lincolnshire Schools to develop a consultancy support model to help schools, academies and MATs to strengthen their governance arrangements and to help them to address specific governance challenges they are facing.

## LEADERS OF GOVERNANCE SUPPORT

Lincolnshire has a team of experienced governance support consultants to help governing boards to strengthen their work and to respond effectively to the ever-increasing demands being made on them.

Support can be in the form of phone calls, email correspondence, face-to-face meetings, attendance at governance meetings etc.

Examples of support include:

- Support for new chairs
- Support for setting up effective MAT governance arrangements
- Support for self-review and peer-to-peer review
- Supporting strategic planning – vision, values, strategic procedures
- Review and development of governance documentation
- Supporting self-/peer-review using the review tool

*Costs: £450 per day / £225 per half-day equivalent*

## EXTERNAL ADVISER FOR EFFECTIVE HEADTEACHER PERFORMANCE MANAGEMENT

Headteachers who are working within the School Teachers' Pay and Conditions (STPC) are required to be appraised by their Governing Board in line with regulations and their pay progression must be linked to this.

The STPC requires that the Governing Board is supported by an external adviser and this is available from Leaders of Governance.

*Costs: To be agreed with the appointed LTT adviser*

## EXTERNAL REVIEWS OF GOVERNANCE

An external review of governance looks at how well your school/academy's Governing Body is working. A trained Leader of Governance works with the Governing Body, Headteacher and Clerk to improve the performance of your Governing Body.

Ofsted will sometimes recommend that a school has a review. In this case, the purpose of the review is to enable a school to move from a rating of 'requires improvement' or 'inadequate' to at least 'good'. The review is designed as support to improve and develop governance, and not as an additional inspection. It will help your Governing Body to identify priorities for improvement, and provide support on what steps to take.

*Costs: An external review of Governance will usually take between 2 to 3 days, including a follow-up visit to review impact. The charge for a full review will be agreed between the reviewer and the school/academy. However, the estimated cost is around £1,000 to £1,500. Shorter 'health-check' style reviews are also available at £225 per half-day equivalent.*

## GOVERNOR SUPPORT

Lincolnshire County Council maintains a Governor Support hotline (01522 553240) to provide telephone advice and support to the Governing Body of a school/academy. In addition to the support offer made within this brochure, Governor Support can also provide remote support via email ([governorsupport@lincolnshire.gov.uk](mailto:governorsupport@lincolnshire.gov.uk)) for the purposes of looking over school-related documentation and governance-related matters.

LCC Governor Support is also responsible for maintaining records of Governing Bodies, as well as providing direct communications that are pertinent to supporting the continual development of governance in Lincolnshire Schools.

## NGA SUPPORT



The NGA can be contacted to provide bespoke support for Chairs and for Governing Bodies / Trustee Boards and MATs. For more information, please contact the NGA [www.nga.org.uk](http://www.nga.org.uk)

For further information on any of the above forms of governor support, please email [governorsupport@lincolnshire.gov.uk](mailto:governorsupport@lincolnshire.gov.uk)

If you require a specific type of support that is not listed above or in the guide, please contact governor support and a member of the team will be able to talk with you further: [governorsupport@lincolnshire.gov.uk](mailto:governorsupport@lincolnshire.gov.uk)



## NETWORK/ BRIEFING EVENTS

ALL GOVERNORS/TRUSTEES ARE WELCOME TO ATTEND AND THERE IS NO COST TO THESE MEETINGS.

All meetings are 7pm-9pm

## GOVERNOR PARTNERSHIP MEETINGS

To support all Governing Bodies, Lincolnshire County Council delivers Governor Partnership meetings in the autumn, spring and summer terms. These provide key strategic updates so Governors/Trustees are kept up-to-date.

Topics often include standards, updates on the national and regional agenda, Lincolnshire Learning Partnership updates, accessing support and provision within the county and much more.

### AUTUMN TERM:

Thursday 11th October 2018	Banovallum High School, Horncastle
Monday 15th October 2018	Sir Robert Pattinson School, Lincoln
Wednesday 17th October 2018	Walton Girls' School, Grantham
Thursday 18th October 2018	St Thomas' Primary School, Boston

### SPRING TERM:

Monday 18th March 2019	Sir Robert Pattinson School, Lincoln
Wednesday 20th March 2019	Walton Girls School, Grantham
Monday 25th March 2019	St Thomas' Primary School, Boston
Thursday 28th March 2019	Banovallum High School, Horncastle

### SUMMER TERM:

Monday 24th June 2019	Sir Robert Pattinson School, Lincoln
Wednesday 26th June 2019	Walton Girls School, Grantham
Thursday 27th June 2019	St Thomas' Primary School, Boston
Monday 1st July 2019	Banovallum High School, Horncastle



## CLERKS' NETWORK MEETINGS

The Governor Services team at Lincolnshire County Council facilitate termly Clerks' Networking Meetings in order to support all Clerks to Governors, whether they clerk at a maintained school or an academy. The meetings provide key updates on the role of the clerk, updates on any national or local issues and any legislative / regulatory changes that may have been made, and provide the opportunity to look at good practice from across the County. In addition to this, Clerks are able to discuss face-to-face with the LCC Governor Services team any issues or support they may require with regard to school-related documentation or governance-related matters that are pertinent to supporting the continued and consistent development of governance in Lincolnshire Schools.

### SPRING TERM:

Friday 25th January 2019  
Friday 1st February 2019

All meetings are 10am-12noon

St Thomas' Primary School, Boston  
Myle Cross, Lincoln

### SUMMER TERM:

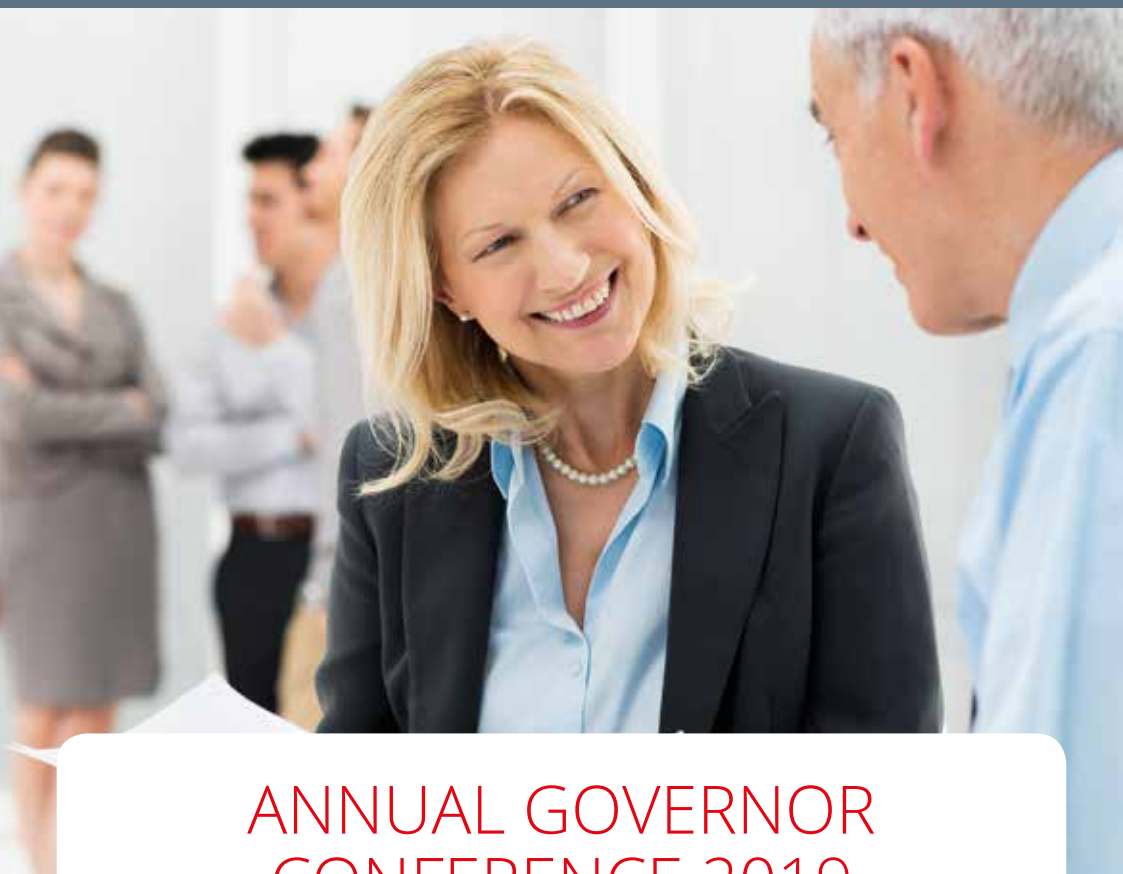
Friday 10th May 2019  
Friday 17th May 2019

Myle Cross, Lincoln  
St Thomas' Primary School, Boston

TO BOOK THESE SESSIONS:

<https://lincolnshirelearningpartnership.org/events/>





# ANNUAL GOVERNOR CONFERENCE 2019

We are pleased to announce that in 2019 we will be hosting  
a Governor Conference at the Lincolnshire Showground  
Wednesday 13th November 2019

Further information will be available on the website in due course.

To access support and to book training,  
email: [governorsupport@lincolnshire.gov.uk](mailto:governorsupport@lincolnshire.gov.uk) or phone 01522 553240  
or visit: [www.lincolnshireteachingschoolstogether.co.uk](http://www.lincolnshireteachingschoolstogether.co.uk) and click GOVERNANCE