



SUMMERHILL SCHOOL
GOVERNANCE IMPROVEMENT PLAN
OCTOBER 2016 – JULY 2020

Approved by Governing Board: 13th December 2018
13th December 2017
September 2016

Monitoring: Strategic Committee
Reviewed: July 2018
July 2017

Key Priorities	Strategic / Organisation
Criteria for Success	All strategic and organisational responsibilities are being met by the Governing Board

Actions	Completion Date	Success Criteria	Resources	Evidence to support RAG coding
Priority 1 : Increase the Effectiveness of Leadership & Management				
1.5: Review, Develop and Train Governors				
Success Criteria: Governance graded Good or Better by external validation, i.e. Local Authority, Ofsted				
Initiate an external review of Governance to establish areas of strength and areas of development in our Governance model	September 2017	Review undertaken and Action Plan produced	Fiona Hammons 2.5 days	External review undertaken by Fiona Hammons and report received for action
Commission an External Adviser to support the Performance Management of the Executive Headteacher	September 2017	External Adviser in place and advice given to Governors	Fiona Hammons 1 day	Fiona Hammons commissioned as External Adviser and PM of Headteacher undertaken. Targets set for 2017/2018 Targets 2017/2018 reviewed and new targets for 2018/2019 set on 10/10/18
Governors to draft and act upon a self-review of Governor roles and responsibilities, working together with an NLG	December 2017	Questioning in meetings is more focused and robust	NLG Time	Roles and Responsibilities document to be written and approved. First draft approved by Strategic Committee 12/09/18
Governors to carry out a new skills audit in line	October/December 2017	Skills reviewed and either vacancies	Time	Previous skills audit identified: Legal,

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with competency framework		advertised or Board reconstituted		<p>Finance, HR and Commerce</p> <p>Two Governors identified, one for Legal and one for Finance. To be appointed 17.10.17</p> <p>New skills audit completed by all Governors and reviewed. Feedback to December 2017 FGB meeting</p> <p>All Governors review their skills audit and return to Chair Spring 2019</p>
Committee Structure / Membership reviewed	Autumn Term annually	Committee Structure and Membership is fit for purpose and has a focus on school priorities	Time	<p>Committee membership and structure amended 2016 evidenced in governor minutes</p> <p>Committee membership and structure reviewed December 2017 evidenced in governor minutes</p> <p>Committee structure and membership reviewed</p>

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	2 nd Summer Board meeting annually			Summer 2018 evidenced in governor minutes
Review of new School Improvement Plan produced by the Executive Headteacher.	September 2017 December 2018	Plan completed and monitored by School Improvement Committee	Governor and Staff Time	Plan written and issued Monitoring to commence Autumn 2017. Monitoring taking place and reports received by Full Board SIP reviewed and GDP amended accordingly
Schedule of Meetings agreed and agenda items identified for the remainder of the academic year	September 2017	<ul style="list-style-type: none"> • Schedule of dates included in the School Calendar • Schedule of dates agreed by Governing Board • Agenda items agreed by Chairs of Committees 	Governor and Staff Time	Schedule to be incorporated to ensure meetings follow data drops Schedule agreed by FGB Schedule reviewed and agreed by FGB Summer 2018 Chairs of Committees liaising with the School on agenda items
Programme of training needs for governors identified from the skills audit and self-review	September 2017 and ongoing	<ul style="list-style-type: none"> • Training Programme Produced • Governors access appropriate training and input into meetings increased. 	Local Authority Training Programme, On-Line Training and/or other training opportunities	Programme of training in the process of being developed. 1. Series of training events delivered during 2017/2018

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		<ul style="list-style-type: none"> Governors feedback at FGB on training attended Training resources shared on Governor area of the website 		<p>2. Prevent, Child Protection and FFT Dashboard sessions delivered November 2018</p> <p>3. Personalised programme to be written for each Governor following 1-1 with Chair</p>
Write and adopt a Governor Visits to School Policy	December 2017 Review June/July 2019	Governor Visits Policy in place and Impact of Policy reviewed and amended if appropriate Summer 2017	Agenda item December 2016 for adoption. Review by School Improvement Committee Summer 2017	<p>Policy written and adopted by FGB at Summer 2017 meeting.</p> <p>Policy reviewed Autumn 2018</p> <p>Review Policy Summer 2019</p>
Link Governors to School Priorities	December 2016	Governor Visits taking place and reports received by the Governing Board	Governor Time	Governors linked to School Priorities and visits taking place October 2017 onwards
Head Boy and Head Girl invited to be appointed to the Governing Board as Associate Members.	Autumn 2017	Head Boy and Head Girl attend one FGB termly and report on Student Leadership	Governor Time	Head Boy and Head girl appointed as Associate Members October 2017. Attended first meeting December 2017. New Head Boy and Head Girl appointed as Associate

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School Induction Programme for New Governors is in operation	Autumn 2017 Review: Summer 2019	School Induction programme in place and used for new Governors	Governor Time	<p>Members at Summer 2018 meeting</p> <p>Policy written and to be approved at October meeting.</p> <p>Policy implemented with new Governors 2018 and reviewed Autumn 2018</p> <p>Further review following appointment of next wave of new governors</p>
Review of School Website to ensure compliance Appoint a Governor with responsibility for the website to check compliance twice yearly and report to FGB	December 2017 and ongoing	Website fully compliant Governor appointed and checking undertaken	External Adviser time within Governance Review Governor Time	Review undertaken by Fiona Hammons as part of Governance Review Governor appointed at FGB October 2017. First feedback December 2017
Secure Governor Area on the School Outward facing Website or Internal System	Spring 2018	Secure area developed, populated and used by Governors	Governor/Staff Time Web Developer costs	All Governors given access to Governor Hub via Local Authority Governor Support Team. Minutes and documents uploaded

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				Review access to Governor Hub Summer 2019 All Governors using secure school e-mail facility
360 Review of Chair performance	Summer 2019	Review completed and analysed.	NGA Review £155 (Gold Membership)	Review and analysis commissioned and Chair to respond to feedback
Priority 2 : Improve the Quality of Teaching				
Success Criteria: Staff Questionnaire responses improve over time. Quality of Teaching graded as Good or better				
Exit Questionnaire – To receive termly reports from the questionnaire	Ongoing termly	Questionnaire undertaken and analysed	Staff Time	Exit Questionnaire analysis received at Finance and Staffing Committee on a termly basis
Staff Questionnaire – To receive feedback from the survey	Spring 2018	Questionnaire undertaken and analysed	Staff Time	Staff Questionnaire issued May 2018. Percentage results shared with GB Summer 2018 meeting.
Priority 3 : Improve Student Experience, Ethos, Aspiration and Engagement				
Success Criteria : Governor profile is raised with the school community				
Raise the profile of Governors and the work of Governing Board	October 2017 and ongoing	<ul style="list-style-type: none"> Governor page in the termly Newsletter published and uploaded to website 	Governor Time	First article written and published

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		<ul style="list-style-type: none"> • Annual Impact Statement written and published • Governor presence at all appropriate school events where parents are present • Governors to keep a log of activities and report termly as requested by the Chair 		<p>2016/2017 Impact Statement published 2017/2018 Impact Statement published</p> <p>Governors present at evening Open Evening 5th October 2017 and Presentation Evenings November 2017 and November 2018</p> <p>Logs issues Autumn 2018 Logs completed and returned termly as requested by Chair</p>
Maintain appropriate levels of governor support, training and challenge to Safeguarding policy and practice	On going	<ul style="list-style-type: none"> • Named Governors in place • Termly monitoring visits taking place • Reports uploaded to portal to inform all Governors 	Governor time Web portal development	<p>Named governors in Place Governor monitoring visit reports received by Governors on a termly basis Uploads to web portal</p>
Governors fully understand the new House system and monitor its success	December 2018	<ul style="list-style-type: none"> • Governors develop rolling programme of wider student representation at FGB • All Governors linked to a House and take part where appropriate 	Governor agenda time Governor time	<p>Minutes reflect involvement</p> <p>Governors linked to a House Reports from Governors included in minutes</p>

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Link Governor for School Council identified who will be a strong advocate of pupil voice within the Governing Board.	Autumn 2019	<ul style="list-style-type: none"> School Council Governor Identified School Council Governor to attend a School Council meeting each term 		Item to be discussed at Strategic Committee Spring 2019
Initiate pupil and parent feedback questionnaire and focus groups evaluation of the House system and changes to the wider student experience	Spring 2018	<ul style="list-style-type: none"> Review undertaken, received by governors and analysed 	Review process costs	Parental survey undertaken and results shared with Governors Student survey results discussed and minuted. Focus Groups established and results received at governors meeting
Priority 4 : Raise Achievement, with particular regard to: Progress for All, Support for Vulnerable Groups and the More Able				
Success Criteria : Governors effectively support and challenge senior leaders and this is reflected in questioning and monitoring feedback				
School Leaders to be invited to School Improvement Committee meetings to share the impact of their actions	Ongoing	Each School Improvement Committee meeting to receive a presentation from a School Leader focussed upon the impact of their work in school.	Staff / Governor time	School Improvement Chair agree with the School who will attend meetings <ul style="list-style-type: none"> English, Maths and Science attended 2/11/17
All School Improvement Committee Meetings and FGB have an item on the	Ongoing	Governors prepare appropriate challenging questions from	Governor/Staff Time	All School Improvement Committee meetings have a detailed agenda item on the progress of

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progress of students in all year groups		information circulated prior to meetings		students in all year groups FGB have a School Improvement agenda item and can evidence relevant questioning through minutes
Priority 5 : Develop Finance, Resources and Investigate Opportunities for school status and Links with Other Schools				
Success Criteria : Governors effectively support and challenge senior leaders and this is reflected in questioning and monitoring feedback				
Governors to ensure that the licenced deficit repayments are met	Ongoing	Budgets set to reflect the agreed repayment plan	Governor Time	Licenced deficit repayments are made in accordance with agreement. 2017/2018 repayment made and 2018/2019 planned within budget creation sheet
Develop links with Governors of all local schools	December 2018	Governors from local Schools attend Summerhill for planned events	Governor / School time	Events planned and attended by local school governors