

Chalk Ridge Primary School - Governors Action Plan 2017/18

Based upon FGB Self Evaluation 15th May 2017 Minute 5

| Competency | Objectives | Start Date | Finish Date | Key Persons | Key Actions | Outcomes | Monitoring |
|-------------------------|---|---|-------------|----------------------------------|--|--|-------------------------------------|
| 1. Strategic Leadership | Committees to review and evaluate impact of policies. | Rolling programme as set out in FGB Policies Register | | Committee Chairs and Clerk | Timetable of reviews on Committee Agendas | Evidence in Minutes policies are working in practice and the impact of them. | At each Committee Meeting and FGB's |
| 1. Strategic Leadership | Implement and monitor the effectiveness of and measures to raise parents knowledge and understanding of the role and achievements of the FGB. | June 2017 | Ongoing | FGB / Ian Ross | Develop a Community Communication Strategy | Better scores in Parent / Questionnaires on Leadership. | FGB |
| 1. Strategic Leadership | Health and Safety to be a standing item each term on Resources | | Ongoing | Kishor Patel (Chair of Resources | Review and monitoring of FGB Health and Safety Responsibilities. | Discussion and Reporting of Health and Safety Audits | Resources Committee meetings. |

| Competency | Objectives | Start Date | Finish Date | Key Persons | Key Actions | Outcomes | Monitoring |
|-------------------------|--|---|--------------------|---|---|---|--|
| | Committee.. | | | and David Downie as Health and Safety Governor. | | and Issues | |
| 1. Strategic Leadership | Health and Safety Focus item on FGB | Annual FGB Health and Safety Focus | | | | | FGB discussion and Resources / FGB Minutes |
| 2. Accountability | Staff to be asked views on Performance Management process | July 2017 | August 2017 | Pay and Personnel Committee | Discussions with staff to obtain views | Gauge staff satisfaction with Performance Management. | Pay and Personnel Committee Minutes |
| 3. People | Review FGB skills and training matrix | 04.12.2017 FGB | 19.02.2017 FGB | Cindy Robinson (TLG) / Julie Pierce (COG) All Governors | Co-ordinate and consolidate inputs from ALL Governors | FGB clarity on existing skills and any gaps. | FGB |
| 3. People | Committee Chairs to review Terms of Reference and Skills needed for their Committees | This should be done by the last meeting of each Academic Year and | Ongoing | Committee Chairs | All Chairs to review and advise Chair. Chair to amend FGB Handbook to reflect any changes | Clear Committee Terms of Reference and Skills Audit in each | FGB |

| Competency | Objectives | Start Date | Finish Date | Key Persons | Key Actions | Outcomes | Monitoring |
|-------------------|---|-------------------|--------------------|----------------------------|---|---|-------------------|
| | | advised to Chair | | | | Committee | |
| 3. People | FGB Self Evaluation Actions page in SDP | FGB 19.06.2017 | September 2018 | Julie Pierce (COG) and FGB | Actions Page to be agreed and included in SDP | FGB Development | FGB |
| 5. Compliance | Single Page of Responsibilities listing statutory duties with evidence to back up | Any volunteers? | | | | | Any volunteers? |
| 5. Compliance | FGB to know where to find information on Whistle Blowing and Complaints | 19.06.2017 | Ongoing | FGB | Individual Governors to appraise themselves of FGB policies | Governors to confirm they have read and understood. | FGB |