



**Stathern  
Primary  
School**

# **Governor Action Plan**

**2023-24**



***NURTURE, INSPIRE, DISCOVER, CREATE***

# Objective #1

## To continue to develop & embed governor understanding of the curriculum

### ACTIONS

Governor Monitoring Visit Policy review by governors and staff

Link roles assigned

New governors receive monitoring visit training from CA or core GSD offer

Monitoring forms to be updated to align with 23/24 SDP

Curriculum training sign-posted by Training and Development governor for governors who have not attended

Monitoring 2-week-window is published

### MONITORING

Termly FGB review

Co-Chairs and TD governor

HT feedback on suitability of reports

### TIMESCALE

#### Autumn Term

Policy reviewed and ratified, time line published, forms updated, visit1 take place

#### Spring Term

Review at FGB, training completed

#### Summer Term

Visit 2 take place, -feedback at FGB

### SUCCESS CRITERIA

Visits take place

Governors feel assured that subject leads can articulate their subjects

Governors feel confident in connecting findings to other sources of information  
Shared understanding of strengths and areas for improvement

SDC can align information gathered with HT monitoring of the SDP

Key people: all FGB members

***NURTURE, INSPIRE, DISCOVER, CREATE***

# Objective #2

## To support the HT with improved communication

### ACTIONS

Review KLS Communication Strategy  
Review 22-23 stakeholder feedback  
Governing Board liaises and reports to school council  
Support with website review ensuring parental feedback & needs are met  
Consolidate updated prospectus & its use  
Review contributions to school newsletter  
Annual parent forum with governor representative

### TIMESCALE

#### Autumn Term

Strategy & survey reviews, plan in place for website & other workflows, newsletter contributions (ongoing)

#### Spring Term

School Council meetings, prospectus review, website updates, parent forum, newsletter contributions (ongoing)

#### Summer Term

Review impact & progression, parent & pupil survey to understand impact

### MONITORING

Termly FGB review  
Parental survey summer 24  
Anecdotal feedback on website improvements

### SUCCESS CRITERIA

Governors are confident that stakeholder voice is reflected in SDP objectives  
HT feels supported with the communication strategy  
Pupil voice shows that pupils feel listened to  
Parent survey responses show that a 'good' proportion of parents know who the school governors are

Key people: Chairs of committees

# Objective #3

## To maximise successful allocation of governors to roles through secure succession planning

### ACTIONS

Implement a plan to deliver a full academic year with Co-Chairs to expand board's capability and provide a handover

Given outgoing SEND Lead, new SEND support (pair) to be trained and in place mirroring previous success with SG/H&S

Complete induction of 3 (recently) new governors and embed their roles & responsibilities

Recruit new Parent governor & fill co-opted role

Further develop recruiting tools & methods for future governor vacancies (fliers, online material, social media comms etc)

Establish an ongoing system for Succession Planning / backup roles for all positions to ensure board is never left with depleted skills & knowledge

Utilise this system to have plans in place for future terms of office coming to an end

### MONITORING

Termly FGB review

Half yearly People Development planning with Chairs/T&D

Governor annual Skills Audit

Exit interviews and induction Touch Point reviews (3 month T&D Gov, 6 month Chair)

### TIMESCALE

#### Autumn Term

Co-Chair plans in place, training and handover set up for new SEND team, complete induction of new governors, recruitment of new parent & co-opt (ongoing)

#### Spring Term

Induct new parent governor, support & training for new SEND team, recruitment & succession plans developed, recruitment of co-opt (ongoing)

#### Summer Term

Review Co-Chairing success & plan move to single Chair in 24-25, through skills audit process & 121s prepare for roles & responsibilities 24-25, implement rolling succession plan, recruitment of co-opt (ongoing)

### SUCCESS CRITERIA

All roles & responsibilities covered, understood and >1 people trained to be able to fulfill

At least 11 of the 12 positions filled and stable

Clear process in place and being used for both Succession Planning and when recruitment needs arise

121s/skills audit feedback gathered ahead of 24-25 roles & responsibilities session

Key people: T&D Governor, all FGB members

***NURTURE, INSPIRE, DISCOVER, CREATE***