

STRONGER GOVERNANCE FOR EDUCATION

IN LINCOLNSHIRE

2019-20

SUPPORT AVAILABLE TO STRENGTHEN THE
GOVERNANCE OF LINCOLNSHIRE SCHOOLS



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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 for your school or academy.

Please visit our website for further information: www.lincolnshiretsa.co.uk/governance or contact the Governor Support Line on 01522 553240 or governorsupport@lincolnshire.gov.uk

TRAINING SESSIONS YOU CAN COMMISSION

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

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 do we establish value for money?
- How can we most effectively and simply discharge this responsibility and evidence the governance?

RUNNING EFFECTIVE PANELS (exclusion, discipline etc)

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

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 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.
- Performance management and pay determination.
- Monitoring the Curriculum.
- Effective use of pupil performance data.
- Restructuring Governance within a MAT context.
- Ethical Leadership.

Cost: £500 per session* Venue: To be selected by the school

Duration: 90 minutes per session – timing and dates to be arranged by the school with the Leader of Governance

For information & to book, contact: governorsupport@lincolnshire.gov.uk or visit www.lincolnshiretsa.co.uk/governance

*Please note the cost of delivering a session is £500 irrespective of group size. A maximum of 25 governors per session is recommended.

These sessions provide a great opportunity for your school/academy to liaise with and share costs with other local schools within your surrounding area or networks that you may be involved with.

Costs can be saved as you invite more governors to attend these sessions:

Governors attended	1	Cost per Governor	£500
	10		£50
	20		£25
	25		£20

OPEN TRAINING SESSIONS

HALF-DAY SESSIONS - 9.30am-12.30pm

GOVERNORS AND THE CURRICULUM

Wednesday 25th September 2019

This half-day workshop will focus on the role that boards play in setting the curriculum vision as well as approaches to effective monitoring of the curriculum. Participants will consider what the new Education Inspection Framework means for their curriculum. The workshop will involve direct teaching, interactive exercises, and sharing experiences through round-table discussions.

CHAIRING SKILLS

Tuesday 29th October 2019

This half-day workshop will focus on the skills chairs need for delivering a successful meeting through the following three aspects: careful planning (before the meeting); chairing capability (during the meeting); and critical evaluation (after the meeting). The half-day will involve direct teaching, interactive exercises and sharing experiences through round-table discussion.

ETHICAL LEADERSHIP FRAMEWORK

Wednesday 12th February 2020

The Framework for Ethical Leadership in Education is designed to give busy, devoted and distracted school leaders and governing boards the chance to look at what underpins the decisions we make. We hope that it will make our schools truly places where the next generation of ethical leaders may grow. This half-day workshop will focus on the Ethical Leadership Framework for Education. Participants will be introduced to the framework and consider approaches to introducing it to their board's practices. The workshop will involve direct teaching, reviewing case studies, exploring the framework tools and sharing experiences through round-table discussions.

Cost: £50 per person
per session

Further information and booking can be found on the website:
www.lincolnshiretsa.co.uk/governance and click on Training for Governors/Trustees

All sessions will be held at:
The Keyworth Centre, Lincoln, LN6 0EP

EVENING SESSIONS - 6.30-8pm

3 individual sessions - choose your preferred date

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

Thursday 7th November 2019

Tuesday 3rd March 2020

Wednesday 3rd June 2020

This session 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 SAFEGUARDING

Tuesday 12th November 2019

Thursday 13th February 2020

Wednesday 6th May 2020

This session will look at ensuring how we can meet the requirements of the governors' responsibilities with respect to safeguarding and the practical things governors can do to make a difference.

ONLINE TRAINING

LEARNING LINK E-TRAINING

To support all schools and academies in Lincolnshire, Lincolnshire County Council (LCC) subscribes to the NGA Learning Link: www.nga.org.uk/learninglink. The online training materials are available at no cost to all governing boards, chairs and clerks within Lincolnshire schools and academies.

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.

The online training materials can be assessed 24/7 online and contain a wide range of modules to enable governing boards to be effective. There are over 50 modules available, focusing on the following:

- Structure, Roles and Responsibilities
- Vision, Ethos and Strategic Direction
- Pupil Success and Wellbeing
- Working with Executive Leaders
- The Best Use of Resources
- Good Governance
- Compliance
- Clerking
- MATs

TO ACCESS THIS TRAINING, PLEASE REGISTER FOR AN ACCOUNT THROUGH LEARNING LINK.

HOW DO YOU REGISTER FOR LEARNING LINK?

IT'S A SIMPLE PROCESS

1. Visit nga.vc-enable.co.uk/Register to find the online self-registration form.
2. Add your details to the self-registration form in the following order
 - Your first name
 - Your last name
 - Your email
 - Your phone number (optional)
 - Your governance role title (optional)
 - Your school or academy – use the search box and make sure to select the right one using the address and postcode if necessary*
3. Read the statement in the large blue box at the bottom of the form and then click anywhere in the large blue box to submit your application for approval.
4. Approval is not immediate and you must wait for email confirmation of approval. It can take time to receive this email, particularly if your application is submitted over a weekend or in the evening.
5. Your confirmation email will be sent to you. Once you receive your email confirmation, which includes your login details, you can login to Learning Link and start to use it whenever you want to.

* If your school or academy is not listed, it may not be signed up to Learning Link. In this case please select the "My group has not been listed" box and an email will come through to us so that we can contact you.

LEADING GOVERNANCE PROGRAMMES

The National Governance Association (NGA) is one of the licence holders that deliver the DFE Leading Governance Development programme. The NGA delivers the Development for Chairs and Clerks Programmes in Lincolnshire.

This programme provides excellent training for the Clerk and Chair to upskill into a Governance Professional. Schools may find it beneficial for both the Chairs and Clerks to attend this training.

DEVELOPMENT FOR CHAIRS PROGRAMME

This programme aims to develop leadership skills, ensuring that governance is both effective and sustainable. If you are a chair, vice-chair, committee chair or future chair, then this programme is designed to develop your governing skills, knowledge and confidence.

The programme offers a blend of flexible learning and will take approximately three terms to complete. Led by experienced facilitators, participants will attend local workshops and access effective one-to-one mentoring throughout the duration of this programme, to ensure the skills learnt can be translated into the real world. Learning will be both group-led and independent.

The full cost of this programme is £500. DFE funding for £500 is available*. Please get in touch with the NGA to enquire about eligibility for available funding.

DEVELOPMENT FOR CLERKS PROGRAMME

Level 3 accreditation in Clerking of School and Academy Governing Boards.

Clerks play a core role on governing boards and are integral in ensuring high standards are met. With the welfare of pupils at the heart of everything we do, our Development for Clerks programme is designed to ensure both new and experienced clerks have all the knowledge and skills they need to carry out this role effectively.

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, building on the clerking skills learnt. Learning will be both group-led and independent.

The full cost of this programme is £425. DFE funding is available* for £350 of the full cost, leaving £75 to be paid. Please get in touch with the NGA to enquire about eligibility for available funding.

The Development for Chairs and Development for Clerks Programme will be running a Lincolnshire cohort in 2019-20 with face-to-face sessions being held at The Keyworth Centre, Lincoln, LN6 0EP. For dates and booking, please visit the NGA website.

For further information about the NGA Leading Governance programmes, please visit: www.nga.org.uk/LeadingGovernance
T: 0121 237 3780 (option 4) E: leading.governance@nga.org.uk

** Funding is subject to eligibility; please contact the NGA to enquire about eligibility for available funding*

DEVELOPMENT FOR BOARDS PROGRAMME

This is a consultant-led bespoke programme tailored specifically to your board's needs. If you are a board governing a Multi Academy Trust (including an empty MAT), a group of schools/federation, or an 'RI' or Coasting school in an Opportunity Area, then this is the ideal solution to help you improve governing practice and meet specific outcomes.

Designed to suit each board's circumstances, this programme will include elements such as:

- development for the chair
- evaluation of the board's strengths and weaknesses
- engagement with the board and senior leaders
- support with creating a board action plan
- additional training, coaching and mentoring support as required

This programme consists of development for the board over a period of approximately three terms. At the end of the programme, the board will have a clear understanding of effective governance.

The cost of the programme is £2,000 and is fully funded* by the DFE. Please get in touch with the NGA to enquire about eligibility; for available funding.

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 strengthen their governance arrangements and 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 of 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 the Leaders of Governance.

Costs: To be agreed with the appointed adviser

EXTERNAL REVIEWS OF GOVERNANCE

An External Review of Governance (ERG) looks at how well your school's/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.

REFORMING GOVERNANCE – SECURING FITNESS FOR PURPOSE

Providing that Governing Boards are fulfilling the purpose of governance as set out in Section 1 of the DFE Governance Handbook, they are free to put in place whatever structures and arrangements that they see fit. The key consideration is 'are we fulfilling the purposes as effectively and as efficiently as possible?'

Many school governing boards have done things in the same way for many years without stopping and evaluating effectiveness and efficiency. The DFE Governance Handbook identifies Evaluation as one of the six dimensions of effective governance and recommends that governing boards take a systematic approach to evaluating their work and the fitness for purpose of their ways of working.

Across the country – including in Lincolnshire - many school/governing boards are reforming their governance arrangements – different structures/committees, different roles for those involved in governance, different meeting schedules. They are finding that reformed ways of working are resulting in better governance.

The Lincolnshire Leaders of Governance (LLGs) are working with schools to support them in reforming their governance. If you would like support to assist you in reforming how you do things, please contact us through the Governor Support Line.

For further information on any of the forms of governor support, please email: governorsupport@lincolnshire.gov.uk or phone 01522 553240

GOVERNOR SUPPORT LINE

Lincolnshire County Council maintains a Governor Support Line (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 guide, Governor Support can also provide remote support via email (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 Maintained Schools' Governing Bodies, as well as providing direct communications that are pertinent to supporting the continual development of governance in Lincolnshire Schools.

If you require a specific type of support that is not listed in the guide, please contact governor support and a member of the team will be able to talk with you further. Please email: governorsupport@lincolnshire.gov.uk or phone 01522 553240



RESOURCES

A range of key resources is provided on our 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

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

LIBRARY OF KEY RESOURCE DOCUMENTS

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

- NGA Handbook
- Recruitment
- Monitoring Templates
- Competency Framework for Governance
- Clerking Competency Framework
- Governance Handbook
- NGA Model Code of Conduct
- Academy Ambassadors & Inspiring Governance

Please visit our website for further information: www.lincolnshiretsa.co.uk/governance



NETWORK/ BRIEFING EVENTS

GOVERNOR PARTNERSHIP BRIEFINGS

To support all Governing Bodies, Lincolnshire County Council delivers Governor Partnership meetings in the autumn, spring and summer terms. These provide key strategic summaries 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:

Monday 14th October 2019	Sir Robert Pattinson Academy, Lincoln
Wednesday 16th October 2019	Banovallum High School, Horncastle
Tuesday 29th October 2019	St Thomas' CE Primary School, Boston
Wednesday 30th October 2019	The Priory Ruskin Academy, Grantham

SPRING TERM:

Monday 16th March 2020	Sir Robert Pattinson Academy, Lincoln
Wednesday 18th March 2020	Banovallum High School, Horncastle
Monday 23rd March 2020	St Thomas' CE Primary School, Boston
Wednesday 25th March 2020	The Priory Ruskin Academy, Grantham

SUMMER TERM:

Monday 22nd June 2020	Sir Robert Pattinson Academy, Lincoln
Wednesday 24th June 2020	Banovallum High School, Horncastle
Monday 29th June 2020	St Thomas' CE Primary School, Boston
Wednesday 1st July 2020	The Priory Ruskin Academy, Grantham

Governor Partnership – all sessions 7pm-9pm • New to Governance: 6pm-6.45pm

CLERKS' NETWORK MEETINGS

The Governor Services team at Lincolnshire County Council facilitates 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 support they may require with regard to school-related documentation or governance-related matters that are pertinent to the continued and consistent development of governance in Lincolnshire schools.

AUTUMN TERM:

Friday 13th September 2019	Sir Francis Hill Primary School, Lincoln	10am-12pm
Friday 20th September 2019	St Thomas' CE Primary School, Boston	10am-12pm
Tuesday 24th September 2019	Diocesan Education Building, Lincoln	6pm-8pm

SPRING TERM:

Friday 17th January 2020	Sir Francis Hill Primary School, Lincoln	10am-12pm
Friday 24th January 2020	St Thomas' CE Primary School, Boston	10am-12pm
Tuesday 28th January 2020	Diocesan Education Building, Lincoln	6pm-8pm

SUMMER TERM:

Friday 1st May 2020	Sir Francis Hill Primary School, Lincoln	10am-12pm
Friday 8th May 2020	St Thomas' CE Primary School, Boston	10am-12pm
Tuesday 12th May 2020	Diocesan Education Building, Lincoln	6pm-8pm

New to Clerking – only morning sessions available, all sessions 9.15am-9.45am

TO BOOK THESE SESSIONS: <https://lincolnshirelearningpartnership.org/events/>



We have come together to support stronger governance in schools across Lincolnshire and beyond.

WORKING IN PARTNERSHIP



Government for the Future: Lincolnshire and Beyond
Wednesday 13th November 2019

9:15am for 9:45am start - 3:45pm
The Epic Centre, Lincolnshire Showground,
Grange-de-Lings, Lincoln, LN2 2NA

Keynote speakers



Emma Knights OBE
Chief Executive of the NGA



Professor Mick Waters



Richard McCann
Inspirational Speaker
iCan Academy

Also on the Day
Workshops from:
Emma Knights
Inspiring Governance
Academy Ambassadors
Clerk to Governors
Andy Wolfe and many more

Plus:
A performance from a local school in conjunction with iSingPop



Early Bird Discount
£95
From May 30th
£125
From Sept 1st
£150
Buy 7 places
get 1 free

To book:
Please complete a booking form or email:
education.events@lincoln.anglican.org

SUPPORTING STRONGER GOVERNANCE

DIOCESE OF LINCOLN CHURCH SCHOOLS

Church schools serving their communities through excellence, exploration and encouragement within the love of God.

All Church of England Schools in the Diocese of Lincoln can access training for governors within their SLA.

Further details can be found here:
www.lincolndiocesaneducation.com/



EDULINCS

Lincolnshire
COUNTY COUNCIL

Governors can access EduLincs through their school or academy. EduLincs offers a wide range of services through Lincolnshire County Council including finance, health and safety. Full details can be found in the EduLincs brochure on the LCC website:

www.lincolnshire.gov.uk/schools-and-education/edulincs/

INDUCTION OPPORTUNITIES

New governors and clerks are welcome to attend 45 minutes prior to the Governor Partnership Briefings and Clerks' Networking for an Induction session; the dates of these briefings can be found on pages 14-15.

As a governor or clerk, you will have an induction in your school. To complement this induction, here are some ideas that you may want to consider:

- Access the Resource Library on the website for a range of documents available to you. Key documents include: Governance Handbook, Competency Framework for Governance and Clerking Competency Framework
- Access the Learning Link E-Training for free online training by the NGA (see page 7)
- Attend the Induction session before the Governor Partnership Briefings or Clerks' Network Meetings
- New governors should discuss with the Clerk:
 - School-specific information
 - Dates of future meetings

Please visit our website for further information: www.lincolnshiretsa.co.uk/governance



TESTIMONIALS AND IMPACT STATEMENTS

Feedback received from our governor training and consultancy in the academic year 2018-19:

Focus on Securing Value for Money Training Session

"Very thought-provoking session, we will be looking at this with a fresh approach. Well-delivered."

Focus on Governor Visits Training Session

"The session provided me with clarity and a clear vision of governor visits."

Focus on the Core Purposes of Governance Training Session

"The session provided confirmation of good practice and confidence in questioning."

Preparing for Ofsted Training Session

"Very informing outline of the key areas of knowledge and discussion regarding Ofsted and governance."

Preparing for Ofsted Training Session

"This has supported our governing board members in being able to challenge me as a way to facilitate supporting the school."

Governor Training Session

"Being a relatively new governor, the session has given me confidence"

Governor Partnership

"It was superb to meet governors from other schools."

Governor Training Session
"It clarified what governance actually is – and what it isn't!"

Focus on SEND Training Session

"Greater understanding of the questions to ask around SEND and the assurances required as a Governor."

Monitoring the Curriculum Training Session

"I am more aware of the new framework and it gave the governing board ideas to put together a governor curriculum vision."

Governor Partnership
"Good range covered and update information is very useful."

Would you like to be a Leader of Governance?

We are continually looking to expand our capacity to support governing boards and are therefore always looking for governors and trustees who would consider joining the Lincolnshire Leaders of Governance Team.

Members of the team play different roles, for example:

- joining a governing board for a year when the board needs strengthening;
- acting as the chair of a board for a year if the board needs some strong leadership
- undertaking consultancy work with governing boards, including reviews of governance
- delivering governor training

Different team members play different roles and you could shape the role as you want to.

Please contact us if you would like to have a conversation about possibly joining the team; or visit the website for further information:

www.lincolnshiretsa.co.uk/governance

STRONGER
GOVERNANCE
FOR EDUCATION

IN LINCOLNSHIRE

governorsupport@lincolnshire.gov.uk • 01522 553240

www.lincolnshiretsa.co.uk/governance