

DIY Guide Guidance for School Governors

Knowing Your School

How can you promote your school, make informed decisions and contribute to meetings, unless you have information about the school?

As a governor you should:

- Look at the priorities identified in the School Development Plan (SDP) - this is the management plan for the school which sets out the main areas for improvement and identifies tasks to be achieved. This is sometimes called the School Improvement Plan. The work of the Governing Body should link closely to the objectives in the SDP / SIP.
- Visit the school – check whether your school has a protocol for governor visits.
- Have access to relevant information on performance. You may need to ask the Headteacher or Chair for some of this information, but it will be discussed and referred to at meetings. This includes the following:
 - Most recent SATS / GCSE / A level results
 - RAISEonline data – Reporting and Analysis for Improvement through School Self-Evaluation is the web-based system to disseminate performance data to schools.
 - Ofsted Data Dashboard
 - FFT (Aspire) dashboard
- Know how your school is “closing the gap” in attainment.
- Know how your school measures in-year progress.
- Be aware of how the school serves pupils with Special Educational Needs (SEN).
- Be aware of the financial health of your school, whether you are on the Finance committee or not. How is the budget monitored and it is on track?
- Ask about how the Pupil Premium (PP) is spent in the school. This is extra money that the school receives on a per pupil basis for those eligible for free school meals, and also children of service families. The money must be used to improve outcomes for those children. Governors need to be aware of what difference the PP has made to this group of children, and ensure that this is stated on the school website.
- Ask about how the school is spending its PE funding and the impact it is having.
- Read and understand school policies. Committees should monitor how well they are working and review them regularly.

- Read the papers that you are sent eg agendas, minutes of meetings, draft policies, budget information.
- Be aware of the community that the school serves, and consider how the school contributes to community cohesion.
- Take account of parents' views.....how is this done in your school?
- Be familiar with the content of school newsletters and the school website.
- Be aware of events happening in the school.

- ASK QUESTIONS!