



**Downsway
Primary
School**

Governors' Development Plan for 2023/24

In the interests of transparency and a desire to conduct our business openly and in line with the Department for Education's recommended best practice, we have published our Governors' Development Plan for the forthcoming academic year. We feel that it is important for all stakeholders to see how we intend to continually improve the quality of governance at Downsway.

This plan is based on self-evaluation, both formal and informal, and includes reference to [The Competency Framework for Governance](#). The plan sets out our how we intend to improve our operation and practices for the year ahead. The plan is sharply focussed on specific actions with measurable outcomes, timescales for completion and the persons(s) responsible. We review our progress against the plan at each governors' meeting to ensure we are on track towards completion of our goals.

Chair of Governors
Date Autumn 2023

Competency 2 Accountability: 2a. Educational improvement, 2b. rigorous analysis of data, 2c Financial frameworks and accountability

Action	Person	Review Date	Success criteria	Evaluation/Impact
<p>To develop the board’s capacity to monitor school curriculum provision Activities/ strategies include:</p> <ul style="list-style-type: none"> • a range of school visits; • governor reports; • governor-friendly paperwork, which facilitates the reporting process; • understanding of performance data; • understanding of financial procedures and budget monitoring information; • effective questioning techniques. 	Chair/HT/ SBM All	July 2024	<p>At least one formal visit per term (3x yearly) per governor.</p> <p>Governor reports are an effective monitoring tool, which relate observations to the SDP etc.</p> <p>Governors feel confident and able to take on new roles which contribute to board’s core responsibility of holding executive leaders to account.</p> <p>Governors effectively interrogate performance data and Finance reports and can both challenge and support SLT.</p>	

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Competency 3. People: 3a Building an effective team					
Action	Person	Review Date	Success Criteria		
Evidence/ Evaluation/ Impact					
To develop the knowledge and skills for effective governance Activities/ strategies include: <ul style="list-style-type: none"> • supportive and welcoming attitude to all; • good attendance and thorough preparation for meetings; • work shadowing/ training in key governor roles including effective chairing, SEND, Safeguarding, PP, H+S, financial literacy etc.; • informal sharing of knowledge and experience; • 5-minute GD slot under AOB; • Governor training folder on GovernorHub which shares recent training material from, for example, W. Berks) 	All Chair Vice Chair	July 2024	More experienced governors and those in attendance at FGB enhance the understanding of newer members. Optimal governor attendance ensures all are up-to date with key information. All come well-prepared to meetings and are increasingly able to participate strategically. The board collaborates in order to build a strong team in which knowledge and skills are more evenly distributed and governors have the confidence to take on new roles.		Chair All

<p>To plan for succession Activities/ strategies include:</p> <ul style="list-style-type: none"> • building on increasing expertise and knowledge of governors, as outlined above; • work shadowing / ‘understudying’ key roles; • Chair copies VC in on emails/ includes him in planning etc.; • VC supports Chair by taking on aspects of the chairing role.) 	<p>Governor role holders Newer governors</p>		<p>Vice Chair is increasingly able to deputise for Chair.</p> <p>Smooth transitions</p>	
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Competency 6a. Evaluation: Managing self-review and development

Action	Person	Review Date	Success Criteria	
<p>Evidence/Evaluation/</p> <p>Impact</p> <p>To ensure (self) review and evaluation is as comprehensive and effective as possible and integral to the board’s development Activities/strategies include:</p> <ul style="list-style-type: none"> • deploying a range of review tools including NGA skills audit; 20 Questions for governors; Chair 360 Annual Review; Questions for Stakeholders; 	<p>Clerk All</p>	<p>July 2024</p>	<p>Governors</p> <ul style="list-style-type: none"> • actively provide self-assessments; • identify development needs; • attend relevant training; • broaden knowledge and skills through their personal research and reading; • take on new roles. 	

<ul style="list-style-type: none">• identifying gaps in knowledge and skills;• undertaking appropriate training/ research and reading)			The board has the capacity to see where it can be more effective and knows what steps to take to achieve this.	
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