



Go-Governance

A Newsletter for Governors and Clerks

**A FUTURE
FULL OF HOPE**
CLIFTON DIOCESE

Introduction

I sincerely hope that you had a very enjoyable and relaxing Christmas. I hope you find the articles in this edition of *Go-Governance* helpful.

Email Security - Thank You!

You'll be aware from previous editions, that to ensure email security and to avoid any breaches of GDPR, the Diocese required all governors and Clerks to have a school-based email account. I'm delighted to say that 100% of our Chairs and 99% of our Clerks now have a school-based email account. We're aware that having to use more than one account can sometimes be inconvenient, so please may I say a big thank you for your cooperation, which has been greatly appreciated.

Governor Training - Thank You Again!

To help make our training for governors as effective as possible, in addition to the 'Induction' session for new governors, we introduced a separate 'Refresher' session for experienced governors. We also moved the sessions from Alexander House, to the more spacious parish hall at St Augustine's, Downend. These changes have contributed to the number of governors attending our training increasing from 36 in 2015 to 109 in 2018 and the post session feedback has been very positive, so please may we say another big thank you, to all who have attended these sessions. Full details of our training, that is open to all governors, not just Foundation, is in our [Booklet of Courses](#) for 2018-19

Consideration Point: *All governors to consider attending our governor training.*

Safeguarding

I've been asked by the Diocesan Safeguarding team, to bring to your attention some information that you may find very helpful.

i) DBS - as I'm sure you're aware all governors are required to have a satisfactory Disclosure Barring Service (DBS) check. **There is a free online update service for volunteers**, including governors. Once you've received your certificate from the DBS, you have 19 days from the date of issue to join the update service

The online [update service](#) means that your DBS clearance can 'roll-over' annually without the need to reapply.

ii) Educare Training - The Catholic Trust of England & Wales has purchased a package of e-learning programmes that are easy to use and will help governors

increase their knowledge and understanding of Safeguarding matters and aid compliance. [The programmes](#) are available to all governors & clerks.

For further information, please contact [Beci Monks](#) of the Safeguarding Team

Consideration Point: Clerks and Governors to consider using the DBS online service and the e-learning programmes.

Briefings sessions for Governors & Clerks

A Briefing session was held within each Partnership Group during November and December. Many thanks to all the governors & clerks who were able to attend, particularly those of you who couldn't make the session at their own Partnership Group, but attended another Group's session instead.

We are currently finalising dates & venues for more Briefing sessions for the summer term. I'll share the details with you, once they are available. The Briefings are intended to support you in the valuable work you do, so please let us know of any particular topics or training that you would like to be included in the sessions, so that we can tailor them for your needs.

Consideration Point: Please let us know of any specific items you would like to be included.

Education Mass 2019

As you may be aware, Pope Francis has declared October 2019 to be a special month of mission. In order to enter into the spirit of this month and to celebrate it we will be working with Missio/Mission Together. The Education Mass has therefore been **moved from June to 22nd October**. The Mass will be celebrated by Bishop Declan in Cathedral Church of SS Peter & Paul, Clifton and the Director of Missio plus other guests

will be joining us. It would be great to see as many governors & clerks at this special event.

Consideration Point: Please note the new date for the 2019 Education Mass - 22 October 2019.

New Project Officer

As you may know we have been seeking a new Project Officer to replace Lisa Pannicia-Brown who left us last year. I'm delighted Paul Kehoe has been appointed to the role and joined the Department on the 7 January. He will already be known to some of you from his service as a Foundation Governor at St Mary's School in Churchdown. He also has headship experience and will prove to be an asset to the department. Paul will be working term-time only and may be contacted on

Paul.kehoe@cliftondiocese.com

Admission Arrangements 2020-21

Just a reminder that governing bodies, if they have not already done so, are legally required to determine their admission arrangements for 2020-21 by **28 February 2019** at the latest. Once determined, [the School Admissions Code](#) (please see page 19 for full details) specifies that schools must send a copy of them to the Diocese, your LA & post them on their website. Schools must also notify parents, the governing bodies of all other schools within the Relevant Area (RA) (unless you have arranged with your LA for it to do this for you). The RA is determined by your LA. If you're not sure what your RA is, please contact your LA for details. The Code requires this to be completed by **15 March 2019** at the latest (otherwise schools may lose appeal hearings and/or be referred to the School's Adjudicator). For those schools that have formally consulted on their proposed arrangements, many thanks for sending them to me. I

shall be formally responding on behalf of the Diocese, by your various response dates.

The Mission & Ethos Committee are continuing to consider the possible introduction of common admission arrangements for primary schools. If such arrangements are introduced, they would not come into effect until the 2021-22 school year at the earliest, so do not impact on the setting of your arrangements for 2020-21.

Consideration Point: *Arrangements to be determined in accordance with the requirements of the School Admissions Code.*

Training Templates

The Training Templates for 2017-18 were due to be returned by 30 September. Many thanks to those who already returned their completed template but unfortunately some are still outstanding. Please can those Clerks who have not returned their template for **2017-18** do so as quickly as possible.

The recording of training is an ongoing requirement and please use the **2018-19** training template form to log all training undertaken during this year, ready for the return to be submitted at the end of the school year.

Templates for both 2017-18 and 2018-19 are available at <https://schools.cliftondiocese.com/governance> and click on the 'Go-Governance Newsletters' page.

Consideration Point: *Outstanding 2017-18 Training forms to be emailed to bill.mcentee@cliftondiocese.com as quickly as possible and 2018-19 training to be logged during the year.*

Governor Space

My thanks to Helen McNab, Governor at St Joseph's School in Portishead for bringing to my notice 'Governor Space' - a free resource for governors and clerks, that you may not be aware of.

It's website <https://www.governorspace.co.uk/> states:

"Governor Space, powered by Entrust Support Services, is a dedicated space for Governors and Clerks across England. Entrust's goal is to support Governors and Clerks to manage and achieve a step change in the quality of governance through a process of self-evaluation, training, mentoring and further self-evaluation.

The process, funded by the DfE and based on the Competency Frameworks for Governors and Clerks, provides valuable evidence for Ofsted highlighting knowledge of own strengths, areas for development and improvement in leadership and management over time."

Consideration Point: *Governors & Clerks to consider using this resource.*

Complaints Procedures

The DfE have just released [updated Guidance](#) for maintained schools (not academies) about setting up or reviewing complaints procedures, that schools may find helpful.

Consideration Point: *Governors to consider the guidance and review own procedures, as appropriate.*

Governance Development Training for Leadership and Clerks

In the last edition of Go-Governance I mentioned that the DfE is funding training

courses to develop leaders & clerks. Ian Cahill, Chair of Governors at St Peter's High School & Sixth Form Centre in Gloucester, is already undertaking one of the programmes and has very kindly provided the following article, sharing his experience of the programme - many thanks Ian.

You would have thought after the time that I have spent as a governor that the one thing I would have learnt by now was not to volunteer! Well, I slipped up twice last year. The first time was when I applied the NGA Leading Governance Development for Chairs programme. The second followed a request for information from Bill McEntee about the effectiveness of this course, hence me writing this at the last moment so that Bill can publish his next edition of Go-Governance.

The Development for Chairs programme is designed for existing chairs or those who might serve as chairs in the future and consists of three workshops focusing in leadership development, and a school-based project. Participants are also provided with access to e-learning modules.

So, is it worth it?

I did wonder this as I was travelling to my last face-to-face session in Milton Keynes (I live in Gloucester) during the middle of winter. Despite this, the answer has to be yes.

You will encounter some material that you will have come across on other training courses, but it does introduce you to new ideas and techniques that you can use to increase your effectiveness as a governor.

The face-to-face sessions are led by an experi-

enced trainer who also acts as your mentor and coach during the programme. Each session lasts approximately 3½ hours during which you will cover subjects including strategic leadership, team building, financial oversight, data analysis, directing school improvement and managing challenging conversations. In my cohort, there were 20 of us all with vastly different governor experience, but the discussions that took place during the sessions and in the tea-breaks provided me with many examples of excellent practice from their schools that I have not been ashamed to take and use in my school.

Now the cost of the course is £500, but, at the moment, there is full funding from the Government for this programme, making this an absolute bargain.

The downside is currently there are no cohorts scheduled for our area. According to the NGA website, the nearest sessions for Clifton Diocese are Bracknell, Plymouth and Shropshire.

However, if there is enough interest in an area, the NGA will look to set up programmes where there are sufficient applicants, so please register your interest on the NGA website:

<https://www.nga.org.uk/LeadingGovernance/Register.aspx>

I guarantee, you won't regret participating.

Ian Cahill

**St Peter's High School and Sixth Form Centre,
Gloucester**

Consideration Point: Senior Leaders & Clerks are asked to consider if they would also undertake a NGA programme.

Next Issues

Thanks again to Helen McNabb and Ian Cahill for their contributions to this edition. If there is anything you would like to contribute, including celebratory things, to any future issue, please just let me know, as I would love to hear from you. Many thanks for all that you do for our children and schools & may I wish you a belated happy new year.

Bill

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GOVERNORS' PRAYER

God our Father, Sovereign Lord of all Creation.
We seek your blessing and support in all the responsibilities we bear as Governors of this school.

May we reach our decisions prompted by a desire to serve.

May your Spirit grant us Wisdom and Understanding:

- To further the Spiritual, Intellectual and Physical development of all pupils entrusted to our care by their Parents

- To reverence and appreciate the talents possessed by our teachers and the many forms of support provided by our non-teaching staff.

May every decision we make and every obligation we fulfil

be for Your Honour and Glory
and for the vision of Your Son
both in us and in our School.

Keep the pupils and staff and all associated with our School free from every harm, so that the purpose of our School may flourish for the good of all, the growth of Your Kingdom here and its fulfilment hereafter.

We make this prayer through Christ our Lord. Amen.