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| **Tottenhall Infant School Governors’ action plan 2023-2024** | | | | | |
| **Governing Board Role:** To ensure governors fulfil their strategic role in support and challenge  in order to achieve the school priorities | | | | | |
| **School Priorities** | * To continue to develop challenge for all pupils, particularly the most able pupils to enable them to improve their thinking skills in all curriculum areas * To improve the number of pupils reaching the expected standards in the Year 1 Phonic screening check * To ensure that all leaders are focussed on improving teaching and raising achievement * To improve overall attendance across the school to 95% or above * To improve the level of parental engagement to equip parents to have a more positive impact on their children’s learning * To create a school vision for mental health and well-being | | | | |
| **Governing body priorities** | 1. To hold the school leaders to account in raising ambitions regarding raising pupils’ outcomes 2. To review and ensure that improvements in standards are accelerated 3. To ensure that priority is given to improvements in teaching | | | | |
|  | **Objective** | **Key person(s)** | **Actions** | **Success criteria / Impact** | **Target Date** |
| 1. **Governance** | Ensure the governing body (GB) has an effective and efficient structure and function | Chair / All | * Review structure for GB meetings, with full GB meetings to be held every half term adjusted in line with data drops and LA feedback | * All governors have oversight of school finances and standards * Ensure meetings are quorate and appropriately scheduled | Autumn (1) 2023 |
|  | To appoint new Governors to fill key vacancies | HT / Chair / All | * Elect / appoint new governors to the GB * Review roles and requirements for the GB * Appointment governors into all key roles | * All governor vacancies are filled * GB roles fulfil school objectives and priorities * Governors are aware of responsibilities of individual roles | Autumn (1) 2023 |
| 1. **Challenge & Performance** | The governing body hold the Headteacher and Senior Leaders to account | All /  HT Performance review team | * Governors are aware of the targets set for the current school year and have agreed them. * GB analyses school performance data for evidence of targets being achieved * Identified governors monitor data or other indicators relating to their specific area (e.g. numeracy, phonics etc) * Governors agree realistic performance targets for the Headteacher | * Governors have a good understanding of the school’s data * Governors understand fluctuations in performance data * Governors know what course of action or interventions school has put in place to address any fluctuations * The governing body is clear that school on course to reach or exceed targets for pupil outcomes * Headteacher meets performance targets | Termly |
|  | The Governing body provide robust challenge to key performance data across the school | All | * Governors make regular visits to the school * Governors review and challenge the HT report to governors * Governors review relevant school data and compare to local / national data | * Governors undertake regular visits to the school and share feedback from recent visits in GB meetings * Governors understand the data, in terms of progress being made overall and within specific cohorts and target groups, e.g. defined by gender, SEND, vulnerable groups, etc. * Governors are aware how the school is performing against local and national standards * Minutes of GB meetings evidence that governors appropriately interrogate and challenge performance data | Termly |
| 1. **Training & Development** | The governing body is able to self-review it’s own performance and development plan where necessary | All  Link Governor | * Governors attend appropriate training to develop skills & understanding * Governors complete a skills audit * Governors trained in expectations for Ofsted Framework | * New Governors are GAP training * Existing governors refresh training as needed * New governors will be appointed to support the skills set of the Governing Body * The GB is fully able to meet objectives | Throughout the year |
| 1. **Vision & Communication** | The governing body hold a shared vision for the school, which is clear, understood and communicated to pupils, parents, carers and staff.  The governing body engage effectively with stakeholders to support the school vision | All | * Governors invited to Inset Day to contribute to Review and Evaluation * Governor hub is used to share information * Governors attend events throughout the year * Governors to increase profile within the school | * Governors have a shared understanding of the school vision & values * The Governors Improvement Plan will be published on the school website | Throughout the year |