

## Aspiring Foundations federated Nursery Schools - Governor action plan

**To forge a clear vision for the federation and ensure that Goves understand their roles and responsibilities**

<b>Action</b>	<b>Personnel</b>	<b>Time scale</b>	<b>Success criteria</b>	<b>Further action</b>
Joint Gov / staff session re clarity of vision leading to a clear mission statement for the federation	All gobs and staff	By end of Summer term '18	Mission statement developed -all staff aware who Governors are and what their link roles are	Joint Gov / staff session re clarity of vision leading to a clear mission statement for the federation
Learning walks to familiarise Governors with both schools and their priorities	All Gobs / HT	Spring term 18	-Gobs able to talk knowledgably about the priorities for both schools -Feedback collated and reported to full Gobs - Gobs can talk knowledgably about both settings	
Link governors to visit both schools to gain an overview re their area.	Link governors / teaching staff	Ongoing 18-19	-Link gobs able to talk knowledgably about their role and the work going on re this within the federation -Reported to full gobs	
Governor action plan following federation established	HT; Chair and vice chair	By end of Feb '18	Action plan in place; presented to Gobs, supporting Gov body to move forward	
Governors to be appropriately trained and refreshed to fulfil their roles with updated skills audits completed	All Gov Board members	Audit by end of Jan Gov roles established by end of Jan Training needs identified within 3 months	Gov roles established Training needs identified and Gobs accessing training via NGA / SLA	

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### To ensure that the statutory responsibilities of the Governing body are being fulfilled

Action	Personnel	Time scale	Success criteria	Further action
Each committee to have clear terms of reference	HT / Chair of Govs	By end of March 18	Each committee approved terms of reference	
Ongoing review of policies to represent the Federation	HT / Chair of Govs / Committees	Statutory policies by the end of Spring term. Ongoing programme over the next 3 years	Policies updated and uploaded to website	
To investigate the development of a shared website with individual aspects for both schools	HT / Office manager/ Chair of Govs	By Nov '18	Federation website established which meets the statutory criteria Gov oversight of website auditing once per term against statutory criteria	

### To ensure short term and long term financial stability for the federation

Action	Personnel	Time scale	Success criteria	Further action
To review SLA's making joint savings where possible	HT, Resources committee, office manager	End of 2018 financial year then reviewed again end of 2019	Savings identified and implemented	
To review staffing structure to ensure it is robust, stable and financially sustaining	Resources committee	Review within 2018-19 financial year	New structure is in place Federation is financially stable	

### To ensure the governing body is clear about and evaluates the impact of its actions on improving the school

Action	Personnel	Time scale	Success criteria	Further action
Scrutiny of data, ongoing support and challenge	HT, AHT, Chair & GOV's	On going	Committee meetings planned for the year	

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provided via committee meetings			Govs minutes evidence support and challenge	
Governors walk and visits underway supporting knowledge of the school practices	All govs	Learning walks planned for Feb & March initially	Feedback collated and presented to Curriculum and standards	
Regular meetings with Safeguarding governor	HT Safeguarding GOV	Termly meeting planned for Safeguarding Gov	Safeguarding report presented to full govs	
Governor action plan following federation being established	HT; Chair and vice chair	By end of Feb '18	Action plan in place; presented to Govs, supporting Gov body to move forward	
The governing body are prepared & understand Ofsted inspection process for both settings	All govs; chair and committee chairs		Improved knowledge of Ofsted process, Ofsted interpretations of the governors role, Evidenced scrutiny of data and clear understanding of both Schools Improvement Plans Chair of committees to playing a lead part in driving forward knowledge	