

## **SCHOOL GOVERNANCE BRIEFING PAPER - AUTUMN TERM 2019**

This briefing paper is a summary of recent key developments and announcements which have implications for the governance of schools. Governors and Governing Boards are asked to consider any implication for the governance of their school.

This paper does not constitute definitive guidance or advice on whether any of these developments have an impact on the governance of your school or how to respond.

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## **1 GBASE**

### **1.1 Governor Access and User Guide**

GBase (Clerking and Appeals Governor database) has received a number of system enhancements over the past few months including the availability of GBase as a mobile application. For schools that have bought into the full service, Governors are able to have full access to their GBase records including attendance records, minutes, meeting information and accompanying documents.

Schools with full access are asked to pass a resolution to comply with GDPR regulations. Please discuss this further with your Clerk.

## **2 SAFEGUARDING**

### **2.1 Keeping Children Safe in Education (2019) Final Version**

The KCSIE final version was published in the first week of September 2019. Part 1 provides detail of the updated sections.

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

### **2.2 Inspecting safeguarding in early years, education and skills (Ofsted 2019) Final Version**

An updated version of the Inspection document above was published by Ofsted in the first week of September so as to reflect the updated KCSIE.

<https://www.gov.uk/government/publications/inspecting-safeguarding-in-early-years-education-and-skills>

### **2.3 Section 128 checks**

The new KCSIE guidance recommends that all maintained schools and academies should carry out Section 128 checks for all Governors (paragraph 173 of KCSIE) in order to check whether a person has been banned from being involved in the management and governance of schools.

Section 128 checks complement DBS checks by looking at the parts of someone's history that may not be criminal, but could still be of concern.

These checks were made statutory as of 1<sup>st</sup> September 2019.

## **3. FINANCE AND BUSINESS**

### **3.1 Academies Financial Handbook – September 2019**

The ESFA's updated Academies Financial Handbook came into effect as of 1<sup>st</sup> September 2019.

<https://www.gov.uk/guidance/academies-financial-handbook>

The main changes can be found highlighted in the article below:

<https://www.krestonreeves.com/news-and-events/27/06/2019/key-changes-academies-financial-handbook-2019>

### **3.2 Teachers' Pay Grant DFE Guidance**

The DfE have published an updated guidance for schools and local authorities on the teachers' pay grant for the financial year 2019 to 2020.

<https://www.gov.uk/government/publications/teachers-pay-grant-methodology/teachers-pay-grant-methodology>

## **4. CURRICULUM AND STANDARDS**

### **4.1 New statutory guidance on Relationships, Sex and Health education – June 2019**

The new guidance released in June applies to all schools and should be addressed by Governors when monitoring that their schools are meeting the legal obligations to teach these subjects.

The new guidelines take effect as of September 2020 but should be considered this academic year in preparation for parent consultation, policy review and curriculum preparation.

<https://www.gov.uk/government/publications/relationships-education-relationships-and-sex-education-rse-and-health-education>

### **4.2 Early Years Foundation Stage Profile published results 2018-2019**

Published by the DfE on 17<sup>th</sup> October.

<https://www.gov.uk/government/statistics/early-years-foundation-stage-profile-results-2018-to-2019>

## **5. PARENTAL ENGAGEMENT AND COMMUNITY**

### **5.1 Parental engagement: A guide for school governors**

The National Governance Association, along with Parentkind, have designed and developed a guidance document that highlights the importance of successful parental engagement. It includes practical advice for Governors on reporting to parents/carers and tips for ensuring effective lines of communication are created and maintained.

[https://www.nga.org.uk/getmedia/64b96dac-ba3f-41a7-a4a4-c858330aedb5/NGA-Parentkind-20pp-Guide-\(WEB-Aug-2019\)-AW.pdf](https://www.nga.org.uk/getmedia/64b96dac-ba3f-41a7-a4a4-c858330aedb5/NGA-Parentkind-20pp-Guide-(WEB-Aug-2019)-AW.pdf)

## **6 BREXIT PREPARATIONS**

In January, the DfE published Advice for Schools on how to prepare for Brexit. Updates to the document since first publication include medicines, food menus and European teaching qualifications.

<https://www.gov.uk/government/publications/eu-exit-no-deal-preparations-for-schools-in-england/eu-exit-no-deal-preparations-for-schools-in-england>

## **7 PUPIL PREMIUM – EFFECTIVE USE AND ACCOUNTABILITY**

On 18<sup>th</sup> October, the government published a Policy Paper promising to give schools extra funding to help improve the outcome of disadvantaged children and other pupils who need extra support.

<https://www.gov.uk/government/publications/pupil-premium/pupil-premium>

Updated DfE guidance on how school leaders can manage their Pupil Premium funding including reporting procedures and online statements can be found via the link below.

<https://www.gov.uk/guidance/pupil-premium-effective-use-and-accountability>

## **8 STATUTORY POLICIES FOR SCHOOLS AND ACADEMY TRUSTS**

In September, the DfE published an updated list of statutory required policies. It includes the recommended review cycle and the approval level required.

<https://www.gov.uk/government/publications/statutory-policies-for-schools-and-academy-trusts/statutory-policies-for-schools-and-academy-trusts>

## **9 GOVERNANCE ANNUAL PLANNER / SUGGESTED AGENDA ITEMS FOR AUTUMN TERM**

If you do not already have an Annual Governance Planner in place we recommend you consider developing one. The aim is to plan the business the Board wants to cover through the year. Please contact our Director, Charmaine Strelitz Charmaine@clerkingandappeals.co.uk if you would like her to support you in developing this useful tool.

Agenda items to be covered through the Autumn term include:

- Headteacher Performance Management, to include the appointment of an external advisor, appointment of a panel and training for panel members
- Scheme of Delegation
- Approve Attainment and Progress Targets
- Pay Committee Report – The Full Governing Board should ratify the decision of the Pay Committee regarding increments effective 1st September 2019. The Board should receive the same anonymised report as the Pay Committee and note the rationale used by the Committee to come to its decision
- Pupil Premium and Sports Premium 2018-2019 reports should be reviewed and approved for publication on the school website
- Website Review: ensure that the required information is published If Governing Boards have not already done so then they should ensure the following are completed: Annual Register of Interests
- Disqualification Declaration
- NGA Governors Code of Conduct
- Election of Chair and Vice Chair of Governors
- Election of Committee Chairs, Committee Membership and approval of Committee Terms of Reference

- Committee Targets where applicable
- Assign Link Responsibilities
- Approve 2019-2020 meeting dates
- Approve the School Development Plan 2018 and approve the Strategic Plan for 2018-2021
- Approve the End of Year Budget, including performance and variance considerations, for Academies and Trusts
- Budget 2019-2020, for Academies and Trusts