

## Excellence in Governance

The Oxford Diocesan Board of Education is wholly committed to providing the best possible training and support for governors so they can play a transforming role within the schools they serve.

The **Excellence in Governance** programme consists of 13 modules and is designed to provide a comprehensive training package for the whole governing body. It addresses the key components and challenges that being a governor within a church school today presents - ranging from understanding what is required to be an effective governor within a school of distinctive Christian character to preparation for inspection - (SIAMS and OFSTED), fulfilling statutory responsibilities, data analysis and much more.

### The Excellence in Governance (EiG) Programme leads to:

- Evidence of commitment to on-going CPD within and for the full governing body
- Improved knowledge, understanding and delivery of effective governance

**In 2015 we started the programme with a full complement of schools and to date 56 schools and nearly 900 training places have been booked. Feedback has been exceptionally positive and we know this programme is making a significant difference to the work and impact of the governing bodies in our schools.**

This programme is equally suitable for local governing bodies of academies. Many of our boards are part of the programme and have found it to be extremely beneficial.

To be part of **Excellence in Governance**, governing bodies will need to sign up for the whole programme of training which will enable up to three governors to attend each module. You may then decide which members of your governing body will most benefit from each specific module depending on levels of experience, responsibility or school priority.

It is expected you will complete the 13 modules over 24 months, starting in September 2017, although the option to complete within 12 months is also available. To successfully complete the programme it is expected that at least one member of your governing body will attend at least 10 different modules over the duration of the course.

The programme will be repeated over a two year cycle to allow governors to plan where the modules will fit best with their training and development needs. We have six training venues covering the diocese and aim to rotate the modules across all three counties in the two year cycle.

Following successful completion of the EiG training, governing bodies will be presented with the EiG logo to use in school documentation.

### cost

**Excellence in Governance is outstanding value at £499 per school. This cost covers up to three governors attending at least 10 of the 13 modules over the two year cycle.**

You will be invoiced upon receipt of your booking form. **Individual modules may be attended by governors not signed up to EiG at a cost of £45 per delegate.**

### contact

To confirm your governing body's intention to be part of the Excellence in Governance programme, please complete the enclosed booking form which can also be found on the ODBE website. [www.oxford.anglican.org/schools/governance/governortraining/](http://www.oxford.anglican.org/schools/governance/governortraining/) along with full details of the Excellence in Governance programme.

If you have any queries please email [training@oxford.anglican.org](mailto:training@oxford.anglican.org) or call Donna Finlay on 01865 208272.

Thank you to all within the Dioceses of Oxford and Southwark in the development of this programme.



Module	Outline	Dates	Venue	Leader
<b>Becoming an Effective Governor</b>	This module will develop understanding of the key roles and responsibilities of governors in a church school and how to fulfil these expectations in all aspects of school life. We will focus upon what is meant by upholding the distinctive Christian foundation and relate this to the statutory frameworks of both SIAMS and OFSTED. This module is suitable for new and experienced governors.	<b>19th Oct 2017</b> 7pm -9.15pm  <b>31st Jan 2018</b> 7pm -9.15pm  <b>6th June 2018</b> 7pm -9.15pm	The Barns, Christ Church Northcourt Road, Abingdon, OX14 1PL  St James Centre, Church Lane, Finchampstead Berkshire, RG40 4LU  Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP	Sarah Thomas/ Elaine Skinner
<b>Headteacher Appraisal</b>	All schools need to effectively undertake the appraisals of the headteacher to make improvements in the outcomes for all the children and young people in the school. This module will help you to understand the best way to undertake this key task and how the ODBE Advisers can support and advise you through this process. It will also identify the key features of the process and the differing roles of appointed governors, headteacher and adviser.	<b>20th Sept 2017</b> 7pm -9.15pm  <b>18th June 2018</b> 7pm -9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP  Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Joanne Daly/ Frances Bartlett
<b>The Role of the GB in an Ofsted Inspection</b>	Governors come under scrutiny during an Ofsted inspection of their school and are evaluated against leadership and management. This module will give you an overview of the current Inspection Framework, its implications for schools, leaders and managers, and what your school needs of you. This is an excellent opportunity to discuss and consider the evidence used by inspection teams and to ask questions of current inspectors who will be running the course.	<b>28th Sept 2017</b> 7pm -9.15pm  <b>7th March 2018</b> 7pm -9.15pm	St Bartholomew's School, Andover Road, Newbury, RG14 6JP  Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP	David Cousins/ Frances Bartlett
<b>RE &amp; Collective Worship</b>	This module will consider the responsibilities of governors in regard to the curriculum, monitoring and evaluation of Religious Education including the current requirements of RE syllabuses. We will also look at governors' role in regard to Collective Worship including the relationship with parish practice. Both RE and Worship will be considered in the light of OFSTED, SIAMS and in their relationship to British Values and SMSC.	<b>6th Dec 2017</b> 7pm -9.15pm  <b>17th May 2018</b> 7pm -9.15pm	St James Centre, Church Lane, Finchampstead Berkshire, RG40 4LU  Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Robin Sharples / Anne Andrews
<b>Head Teacher Recruitment and Succession Planning</b>	This module will equip governors to manage the headteacher recruitment process from start to finish, including a timetable for action and resources you can use. Also covered will be advice on succession planning and governors' duty of care for headteachers, as well as making the most of the talent already working in your school.	<b>30th Nov 2017</b> 7pm -9.15pm  <b>25th Apr 2018</b> 7pm -9.15pm	Christ the Servant King Sycamore Road, Booker High Wycombe, Bucks HP12 4TJ  St James Centre, Church Lane, Finchampstead Berkshire, RG40 4LU	Eileen Northey/ Chris Price-Smith
<b>The Role of the Clerk</b>	The role of the clerk, supporting within a governing body, has never been more essential. National guidelines and associations identify how a highly skilled clerk can be key to enabling a governing body to be effective in raising standards and enabling school improvement. This module will look at the key skills, knowledge and competencies needed to be an effective and informed clerk. This training is suitable for both new and experienced clerks.	<b>8th Jan 2018</b> 7pm -9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	TBC/ Ruth Bennie

Module	Outline	Dates	Venue	Leader
<b>SIAMS: The Process &amp; Preparation</b>	Please note that from September 2018 it is highly likely that there will be a new framework for this inspection. This course will cover everything you need to know about the current and the new SIAMS processes and make sure you are up to date with any changes and the implications to your school. This will complement a series of briefings held throughout the Diocese in February 2018. We will talk about timings, self-evaluation, the process before and on the day and the new report format.	<b>6th Feb 2018</b> 7pm -9.15pm  <b>28th June 2018</b> 7pm -9.15pm	The Barns, Christ Church Northcourt Road, Abingdon, OX14 1PL  Christ the Servant King Sycamore Road, Booker High Wycombe Bucks HP12 4TJ	Joanne Daly/ Robin Sharples
<b>Good to Outstanding Governance</b>	This module will enable governors to understand how Ofsted judge outstanding governance and what this means in practice. It looks at the features of outstanding governing bodies and involves work on the Ofsted grade descriptors, Ofsted publications on governance, suggestions for high quality monitoring and reporting arrangements.	<b>14th Dec 2017</b> 7pm -9.15pm  <b>29th June 2018</b> 7pm -9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP  St Bartholomew's School Andover Road Newbury RG14 6JP	David Cousins/ Sarah Thomas
<b>Meeting Statutory Requirements</b>	This module explores how the governing body has general responsibility for the conduct of the school with a view to promoting high standards of educational achievement. We will consider how this gives rise to a wide range of specific responsibilities which require the governing body to establish a range of appropriate procedures and ways of working.	<b>21st Feb 2018</b> 7pm -9.15pm  <b>24th May 2018</b> 7pm -9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP  Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Gordon Joyner/ Karen Metcalfe
<b>Being a Chair of Governors</b>	This module will focus particularly on supporting new and aspiring Chairs of Governors in the many tasks and skills required in leading a governing body to be excellent in both the support and challenge of a church school. Utilising the Diocese's 'Right Programme', attendees will be helped to understand both the statutory requirements and key insights into how to lead a governing body successfully.	<b>1st Mar 2018</b> 7pm -9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Ruth Bennie/ Sarah Thomas
<b>Managing &amp; Understanding Data</b>	A clear understanding of performance data and skill in interpreting and challenging is crucial for governors. This module will focus on key aspects of how to extract the most from the 'data' and how to construct the matching narrative.	<b>23rd Nov 2017</b> 7pm -9.15pm  <b>14th Mar 2018</b> 7pm -9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF  St Bartholomew's School, Andover Road, Newbury, RG14 6JP	Karen Metcalfe/ Eileen Northey/ Elaine Skinner
<b>Finance Matters</b>	Ensuring school finances are run well and how executive decisions can and should be made about finance are key to the success of any governing body. This module, led by a highly experienced manager of a team of school finance officers will provide an overview of good practice in this crucial area.	<b>23rd Jan 2018</b> 7pm -9.15pm	The Barns, Christ Church Northcourt Road, Abingdon, OX14 1PL	Sue Bremner- Milne/ Fiona Craig
<b>Safeguarding</b>	Safeguarding continues to be a vital part of your school's provision for its pupils and is also the target for increased scrutiny through Ofsted inspection regimes. This module will guide you through the latest inspection practice in this area using the Inspection Handbook and guidance coupled to the materials and training given recently to inspectors.	<b>15th Nov 2017</b> 7pm -9.15pm  <b>22nd Mar 2018</b> 7pm -9.15pm	St James Centre, Church Lane, Finchampstead Berkshire, RG40 4LU  The Barns, Christ Church Northcourt Road, Abingdon, OX14 1PL	David Cousins/ Chris Price-Smith