

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 ongoing 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 72 schools and nearly 1400 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.

Governing bodies can complete the 13 modules over 24 months, starting in September 2018, 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 in order to be awarded **Excellence in Governance**

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 and plaque at our annual governor conference.

cost

Excellence in Governance is outstanding value at £650 + VAT for schools in the SLA and £900 + VAT for non SLA schools. This cost covers up to three governors attending each session and at least 10 of the 13 modules over the two year cycle to be awarded Excellence in Governance. You can access the sessions individually at a cost of £60 + VAT for Schools in the SLA and £80 + VAT for non SLA schools.

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/ along with full details of the Excellence in Governance programme.

If you have any queries please email 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
Becoming an Effective Governor	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 refer to 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 both new and experienced governors. It is highly recommended that all new governors complete this training as part of their induction process.	18th Oct 2018 7pm—9.15pm 31st Jan 2019 7pm—9.15pm 11th June 2019 7pm—9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP CIM Moor Hall Cookham Windsor & Maidenhead SL6 9QH The Barns Christ Church Northcourt Road, Abingdon, OX14 1PL	Sarah Thomas/ Ruth Bennie
Headteacher Appraisal	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.	20th Sept 2018 7pm—9.15pm 18th June 2019 7pm—9.15pm	St Bartholomew's School, Andover Road Newbury RG14 6JP The St James Centre Oxford Road Gerrards Cross SL9 7DJ	Chris Price - Smith/ 1 Adviser
The Role of the GB in an Ofsted Inspection	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.	25th Sept 2018 7pm—9.15pm 5th March 2019 7pm—9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF CIM Moor Hall Cookham Windsor & Maidenhead SL6 9QH	Frances Bartlett/ Jackie Cousins
RE & Collective Worship	This module gives governors the opportunity to consider their roles and responsibilities with regard to RE and Collective Worship. Through a range of activities and presentations participants explore issues of curriculum, legal requirements, monitoring and evaluating RE and Collective Worship. Best practice for governors will be discussed and support offered including reference to the new SIAMS schedule.	5th Dec 2018 7pm—9.15pm 15th May 2019 7pm—9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP St Bartholomew's School, Andover Road Newbury RG14 6JP	Robin Sharples/ Anne Andrews
Head Teacher Recruitment and Succession Planning	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. This module is not only for those who are currently recruiting but also for those who wish to be forward thinking.	28th Nov 2018 7pm—9.15pm 30th Apr 2019 7pm—9.15pm	The St James Centre Oxford Road Gerrards Cross SL9 7DJ The Barns Christ Church Northcourt Road, Abingdon, OX14 1PL	Chris Price- Smith/ Marion Standing
The Role of the Clerk	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.	10th Jan 2019 7pm—9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Ruth Lockwood /Ruth Bennie

Module	Outline	Dates	Venue	Leader
SIAMS: The Process & Preparation	This course will cover everything that governors need to know about the new SIAMS schedule. We will look in detail at the inspection process including timings, self-evaluation, the process before and on the day, plus the report format. Participants will gain a clear picture of what is expected of governors and how to best support the school through what can be a very rewarding process.	6th Feb 2019 7pm—9.15pm 25th June 2019 7pm—9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP St Bartholomew's School, Andover Road Newbury RG14 6JP	Robin Sharples/ 1 Adviser
Good to Outstanding Governance	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. It will also allow time for discussion about how governors can take their work and approach to an 'outstanding' level.	11th Dec 2018 7pm—9.15pm 20th June 2019 7pm—9.15pm	The St James Centre Oxford Road Gerrards Cross SL9 7DJ Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Sarah Thomas/ Frances Bartlett
Meeting Statutory Requirements	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.	28th Feb 2019 7pm—9.15pm 22nd May 2019 7pm—9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP St Bartholomew's School, Andover Road Newbury RG14 6JP	Gordon Joyner/ Karen Metcalf
Being a Chair of Governors	This module will focus on supporting new and aspiring Chairs of Governors in the many tasks and skills required in leading a governing body in a church school. Utilising the diocese's 'Right Programme', attendees will be helped to understand statutory requirements and consider key insights into how to lead a governing body successfully to ensure excellent challenge and support.	7th Mar 2019 7pm—9.15pm	Church House Oxford Langford Locks Kidlington Oxford OX5 1GF	Ruth Bennie/ Sarah Thomas
Managing & Understanding Data	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.	20th Nov 2018 7pm—9.15pm 14th Mar 2019 7pm—9.15pm	Aylesbury Canal Society Circus Field Basin, Stocklake, Aylesbury HP20 1AP St Bartholomew's School, Andover Road Newbury RG14 6JP	Karen Metcalf/ Marion Standing
Finance Matters	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.	22nd Jan 2019 7pm—9.15pm	The Barns Christ Church Northcourt Road, Abingdon, OX14 1PL	TBC
Safeguarding	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.	15th Nov 2018 7pm—9.15pm 20th Mar 2019 7pm—9.15pm	CIM Moor Hall Cookham Windsor & Maidenhead SL6 9QH The St James Centre Oxford Road Gerrards Cross SL9 7DJ	David Cousins/ Chris Price- Smith