



**Brook Green Centre for Learning
Governors' Action Plan 2019/2020 and 2021**

Working towards	In progress	On track
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Action No	Task/Action	Responsible person	Cost	Target date	Success criteria	Evidence
1	Increase commitment to governor visits. All governors commit to visiting school at least once a term (6 in total). Vice chairs co-ordinate the visits to ensure monitoring is completed in a managed way.	Vice Chairs	Nil	March 2019	Governors with increased knowledge about the importance of governor visits complete regular visits. They record their observations and are able to assess impact. Monitoring visits are programmed and are effective	Jan 2019 - The level of visit forms has risen and the clerk's prompts has encouraged this May 2019 - Numbers continue to rise and agreed we will all report once a term from Autumn 2019
2	Communicate more effectively to all stakeholders by two governors writing a short piece about their role for the school newsletter each issue.	All	Nil	March 2019	Parents and staff receive regular updates on the role and work of governors.	Governors asked at February 2019 meeting to contribute. May 2019 - Alex and Shelly have written updates
3	Develop and extend links with the Quay Partnership school governors	All	Nil	July 2019	Governors develop links with other special school colleagues, visiting their schools	Chair joined Mount Tamar GB to complete an Exclusion Appeal and a staffing investigation.

4	Governors take ownership for working with the school calendar and supporting events whether social or training opportunities	All	Nil	April 2019	Governors become an integral part of school life	A range of governors were represented at the Remembrance Assembly, Christmas lunch, Pantomime, school fayre, Assemblies
5	A governors' board to be placed in the staffroom and kept updated	All	Nil	December 2018	Staff are aware of the membership of the governing body, have pictures of governors and are aware of the links and responsibilities governors hold.	The list of governor links and membership and a copy of the GAP is displayed on the GB Board in the staffroom Relocated to main corridor Sept 2020 due to move of staffroom
6	Governors make appropriate visits and meet staff and students in order to measure the impact of the Careers Leader post	KS3 and KS4 governors	Nil	April 2019	Governors are able to articulate the benefits of the post and decide its future development requirements	Presentation made in June to governors and Chair and careers lead visited an external event together promoting careers in the army
7	Governors are mindful of the need to monitor the quality of handwriting of staff during their visits	All governors	Nil	March 2021	Governors have formed an opinion on whether this Ofsted development point has been fully met	Due to COVID restrictions physical school visits by Governors has not taken place

8	Governors have a presentation on how school has developed spelling post the Ofsted report development point	All governors	Nil	March 2019	Governors are able to determine how this development point has been addressed.	To be part of Literacy presentations on March governor day. May – All governors enjoyed the literacy day
9	To recruit two parent governors	All governors	Nil	December 2020	No vacancies and good parent representation	Recruitment actively being pursued
10	Review the robustness of Heads PM process	Heads PM governors	Nil	July 2020	A secure Heads PM process delivered in a timely manner with a mid year review	Heads PM governors very experienced External support good Mid year reviews scheduled but impacted by school closure
11	Governors refine nine meeting plan to six	All	Nil	Jan 2021	New termly meetings allow more visits outside of FGB. meetings and greater attendance at meetings	March to July lost to COVID 19

Date : V6 September 2020