

National Governors' Association

BULLETIN BOARD

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The Bulletin Board is circulated to NGA Member Associations and to Co-ordinators of Governor Services to advise on NGA's work and important consultations and publications.

It is a membership benefit.

Please share this information widely, through your email contacts and at local meetings, to keep governing bodies better informed of, and more involved in, current activities and national issues.

FOR ACTION: NGA DATES FOR YOUR DIARY

NGA Winter Conference: Wednesday 27 January 2010, Russell Hotel, London. A departure from usual NGA practice, this event is not a members' conference, but is aimed at School Improvement Partners (SIPs), Governor Services' staff, extended schools co-ordinators, relevant professionals in Government agencies, Children's Services managers, governor trainers – and governors. The Conference will address major areas in the 21st Century Schools White Paper, ranging from the new role for SIPs to new landscape for the children's workforce and the ways that local authorities can support the governors in their locality. The cost of the conference is £150 to non-members and £50 to NGA members. Local associations can book up to three places at the membership price. For more information see under Events on the NGA website. www.nga.org.uk/events.aspx

FOR INFORMATION

1 NGA News ~ please note changes and additional items

NGA's new Office address: *We have moved.* The new address is Ground Floor, 36 Great Charles Street, Birmingham B3 3JY. The office phone number is now 0121 237 3780.

NGA Conference and AGM: The conference and AGM took place on Saturday, 7 November 2009 at the Council House in central Birmingham. A report of the day is on the NGA website at the bottom of the *About Us* section. www.nga.org.uk/About%20Us.aspx

NGA Board Elections: At the 2009 AGM Mark Blois, Clare Collins and Terry Douris were elected to the three vacant seats on the NGA Board.

NGA Guides ~ new publications: NGA's popular and much praised *Welcome to Governance* has been revised and is now joined by three other – brand new – publications. *The Chair's Handbook*, is designed to be a comprehensive aid to newly elected chairs; *Welcome to Clerking* aims to aid clerks in the performance of their duties; and *Support and Challenge* will help governors to meet their legal obligations, at a time when the new Ofsted framework will look keenly at, and judge, governing bodies' performance. *Full details can be found on the NGA website: www.nga.org.uk under Publications.*

NB: The Guides have proved immensely popular, resulting in the need for a reprint – any recent orders should be despatched soon.

NGA Membership Benefits: Members of the executive committees of local associations are entitled to receive a copy of the NGA magazine *Matters Arising* to their home address, access to the members' only section of the NGA website and the e-newsletter direct to their email address. If you have not yet let us have the names, addresses and email addresses of your executive members,

or if these have changed, please let us have the information as soon as possible. Without those details your association is not receiving its full membership benefits.

Legal Support for Governing Bodies: NGA has come to an agreement with a legal firm to provide some legal support for governing bodies. For details visit:

<http://www.nga.org.uk/Resources.aspx>

Email Forum: Have you joined the forum yet? Details of how to sign up to the Forum were included in the weekly newsletter on Friday 4th September. *If you wish to be placed on the forum email Gillian Allcroft – gillian.allcroft@nga.org.uk*

2 Policies ~ a request to members

We are trying to collect copies of policies on pupil behaviour and discipline and on school uniform, and examples of Home-School Agreements. We should be very grateful if members would share these with NGA. *Please email to: gillian.allcroft@nga.org.uk or send hard copies to the NGA Office.*

3 White Paper: School Accountability ~ Your child, your schools, our future: building a 21st century schools system

The White Paper was published on 30 June 2009. The NGA has produced a full briefing for members, which can be found on the website: www.nga.org.uk/briefing.aspx – in the *members' only* section of the website for which you will need your membership log-on number and password.

4 The Apprenticeships, Schools, Children and Learners Act 2009

The Act received the Royal Assent on 12 November 2009. A briefing on the ASCL Bill has been on the website since May, at www.nga.org.uk/briefing.aspx (under *Briefing Papers*). The NGA briefing on the Bill will be updated to take account of any changes in the final Act and will be available soon.

5 Governance Review

Still no news! In mid-November there was a suggestion that the re-written draft Report was ready to go to the Minister and a meeting date would be set. However, there is no date set as yet. As soon as it is published we'll alert members to the report and consultation dates. *Please respond to the consultation, late as it may be.*

6 Meetings Digest ~ rather a quiet month for meetings

Training and Development Agency Governors' Group (17.11.09): One issue in particular raised at this meeting worth noting was the TDA's plan to publish a document demonstrating how Extended Services provision is making a difference to community cohesion. This will be aimed at Heads as well as at governing bodies and will contain case studies. It was suggested that the inclusion of excerpts from the SEFs of 'Outstanding' schools would be useful.

It was also confirmed that the MTL (Masters in Teaching and Learning) degree would be piloted in the North West from January. There was concern that governing bodies may not as yet realize the the implications of the offer in terms of staff time out of school.

Other November events or meetings attended by NGA representatives (or for which NGA provided chairs or speakers) included: National College Succession Planning Advisory Group, Allies (A local lawyer in every school), Reading Governors' Association Annual Conference and AGM, National Heart Forum Conference and AGM, SGOSS Consultative Group.

7 The NGA First Certificate in Governance

First Certificate is based on the best selling NGA Guide 'Welcome to Governance'. Governors using Welcome to Governance can test their understanding and evidence their learning via a multiple-choice questionnaire.

The newly revised NGA First Certificate allows new governors to go through an induction programme at their own speed and in their own time. It is intended to complement a school or local authority governor training programme and has been developed in partnership with EduCare, expert providers of distance learning.

The online assessment for First Certificate costs just £14.50 (plus VAT) and includes marking and a personalised EduCare/NGA certificate.

Copies of Welcome to Governance cost £10 and can be obtained from the NGA Office, for the online assessment please contact Educare via their website - www.educare.co.uk.

8 Report ~ The Impact of Federations on Student Outcomes

A study commissioned by the National College for Leadership of Schools and Children's Services has concluded that collaborations between higher and lower attaining schools can have a positive impact on student outcomes. Although the study talks about 'federations' in fact only 15% of the sample were true federations, that is, properly constituted federations with a single governing body, The vast majority are actually collaborative arrangements. The research, carried out by the universities of Manchester and Nottingham, looked at 264 schools across 122 collaborative agreements. This report is available at: <http://www.nationalcollege.org.uk/impact-of-federations>

9 Teachers' TV

Just for Governors – online resources: This area of the website, www.teachers.tv/governors, includes expert advice, the 'best of the web' reviews, a poll of school governors and links to programmes. There is a wealth of additional material online designed to help improve the performance of school governors. These range from detailed lists of related websites, through downloadable supporting documents, to a new library of complete high-quality presentations addressing CPD (Continuous Professional Development) issues. They are completely free to use, and have been extensively tested during development. They are ready to use 'off the shelf' in training or can be customised better to meet the needs of an individual school.

Governor presentations: Teachers' TV's governor training presentations provide useful material to facilitate 30-minute discussion sessions at meetings. Each presentation includes video clips and discussion starters to spark debate about good practice.

Programme information can be found by visiting the home page at: www.teachers.tv and clicking on *Full TV Guide* at the foot of the page. Every Monday night at 7pm is **Governors' Hour**.

TTV can be found on Sky 880, Virgin TV 240, Freesat 650 and Freeview 88 (4–6pm). TTV programmes can also be viewed online at: www.teachers.tv.

CONSULTATIONS: NEWS and ACTION

10 Draft Code of Practice on Provision of the Free Entitlement for 3- and 4-Year Olds

Over the summer DCSF consulted on changes to delivery of the free entitlement, which will be implemented through a revised Code of Practice for local authorities from September 2010. As part of the second phase consultation process DCSF is publishing a package of documents for consultation. Included will be a draft Code of Practice, which draws upon the findings of the first phase; a summary of responses to the consultation; the Government response and further questions; new draft regulations reflecting the increase in the entitlement; and an impact assessment on the extension from 12.5 hours to 15 hours.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online at: www.dcsf.gov.uk/consultations/ or sent by email to pathfinder.mailbox@dcsf.gsi.gov.uk or by post to Greg Thompson, DCSF, First Floor, Great Smith Street, London SW1P 3BT.

DCSF deadline 8 January 2010

Deadline for comment to NGA 15 December 2009

11 Accreditation of School Providers and School Groups and on Academy Sponsor Selection

This consultation sets out proposals for a new accreditation process, which is intended to identify the most suitable organisations to be Accredited School Providers and Accredited Schools Groups, through Academies, Majority (including National Challenge) Trusts and Federations. Accredited Providers will ensure improved standards in schools, which are currently low attaining or otherwise underperforming. The consultation also sets out a proposed process for selecting sponsors to future Academy projects.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online at: www.dcsf.gov.uk/consultations/ or sent by email to: Accreditation.CONULTATION@dcsf.gsi.gov.uk or by post to Consultation Unit, Area GB, Castle View House, East Lane, Runcorn, Cheshire WA7 2GJ

DCSF deadline 22 January 2010

Deadline for comment to NGA 4 January 2010

12 Consultation on Proposed Amendments to the School Premises Regulations on School Kitchen and Dining Facilities

In May 2009, the Secretary of State wrote to all schools and local authorities seeking their ongoing support with transforming the school meals service and increasing the take up of school lunches. He urged everyone to tackle inadequate kitchen and dining facilities in support of these aims. DCSF and the School Food Trust have produced a range of resources for this work, including *Kitchen and Dining Spaces, a design note*, checklists to use when refurbishing or building kitchens and dining facilities, and *A Fresh Look Guide* on effective kitchen and dining spaces. This consultation sets out the proposals on amendments to the School Premises regulations.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online at: www.dcsf.gov.uk/consultations/ or sent by email to: schoolpremisesregulations@dcsf.gsi.gov.uk or by post to Emma Seymour, School Food Health and Safety Unit, DCSF, Floor 2, Area C, Mowden Hall, Staindrop Road, Darlington DL3 9BG.

DCSF deadline 22 January 2010

Deadline for comment to NGA 4 January 2010

13 Pupil and School Information Regulations

The *Children's Plan Progress Report* commits the Government to reviewing the secondary legislation, which governs the information that schools record and provide on pupils (in educational and curricular records and school reports); and on themselves (in prospectuses). This consultation sets out proposed amendments to this legislation, which are intended to help parents to have better access to information about their children's learning and development, at the right time. When implemented, the revised regulations will be accompanied by guidance for schools and local authorities. Views on the content of the guidance are also welcomed.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online at: www.dcsf.gov.uk/consultations/ or sent by email to: pupilandschoolregsamendments@dcsf.gsi.gov.uk or by post to Consultation Unit, Area GB, Castle View House, East Lane, Runcorn, Cheshire WA7 2GJ

DCSF deadline 1 February 2010

Deadline for comment to NGA 14 January 2010

14 Health and Safety of Learners Outside the Classroom (HASLOC) – Revision of guidance

HASLOC will replace *Health and Safety of Pupils on Educational Visits: a good practice guide 1998* (known as HASPEV) and the 3-part supplement published in 2002. HASLOC will have a wider

audience across all children's services (not just schools). It sets out the enabling nature of sensible risk management and how to reduce 'red tape'. It flags up the lessons learned from serious incidents. HASLOC also sets out how and why staff can expect to be treated fairly if a participant is injured despite their care. In general, HASLOC works at a high level and leaves most of the detail to the operational parts of the Learning Outside the Classroom Council's website, which will carry downloadable material. In this consultation, DCSF seeks views and suggestions to help it make this an accessible, user-friendly and effective guide for front-line professionals.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online at: www.dcsf.gov.uk/consultations/ or sent by email to: haspev2.consultation@dcsf.gsi.gov.uk or by post to Mrs Ronnie MacPherson, DCSF, Pupil Safety and School Security Team, Level 2, Sanctuary Buildings, Great Smith Street, London SW1P 3BT.

NB: The NGA has some concerns about the HASLOC guidance and will be responding accordingly to the consultation.

DCSF deadline 8 February 2010.

Deadline for comment to NGA 18 January 2010

15 Drugs: Guidance for Schools

The purpose of this consultation is to gather views on the draft document, *Drugs: Guidance for Schools*. This document provides guidance to maintained primary, secondary, special schools and pupil referral units (PRUs) in England on all matter relating to drugs education and the management of drugs within the school community. It is relevant to all staff, particularly senior managers and those responsible for co-ordinating, teaching and supporting the delivery of drug education. Headteachers and governing bodies are required by law to have regard to the guidance.

The consultation can be found at: www.dcsf.gov.uk/consultations/

Responses may be made online to: www.dcsf.gov.uk/consultations/ or sent by email to: DrugsGuidance.CONSULTATION@dcsf.gsi.gov.uk or by post to Consultation Unit, Area GB, Castle View House, East Lane, Runcorn, Cheshire WA7 2GJ.

DCSF deadline 15 February 2010.

Deadline for comment to NGA 28 January 2010

Also see [ContactPoint: Proposed Amendments to the Children Act 2004 Information Database \(England\) Regulations 2007](#), which provide a legal framework for the operation and maintenance of ContactPoint (formerly known as the Information Sharing Index) (Closing date: 29 December 2009); and [New Statutory Children's Trust Guidance and New Children and Young People's Plan Regulations](#), which brings together the guidance into one piece of statutory guidance, and includes further advice arising from the ASCL Act 2009. (Closing date: 29 January 2010). Both can be found at: www.dcsf.gov.uk/consultations/

16 Publications available from NGA

For NGA publications, visit both the Publications and Guidance sections of the NGA website: www.nga.org.uk.

Please note: Workforce reform for a 21st century school: a brief for governors. This can be found via this link: <http://www.nga.org.uk/uploadfiles/documents/Workforce%20reform%20for%2021st%20C%20school%20-%20governors%202009.pdf>

17 Other useful publications to be aware of

Audit Commission – Valuable lessons: a value for money guide for school governors

In June the Audit Commission published a report about value for money in schools. One of the conclusions of the Commission was that insufficient attention was paid to economy and efficiency in schools and that as a result the Commission could not be sure that the taxpayer was receiving value for money. Following the report the Audit Commission issued separate guidance for local authorities, headteachers and school governors.

The guidance for governors, *Valuable lessons improving economy and efficiency in schools*, was published in July 2009 and is available to download from the Audit Commission's website via this link: <http://www.audit-commission.gov.uk/SiteCollectionDocuments/AuditCommissionReports/NationalStudies/valuablelessons/governorsguide30jun2009.pdf>

Extended Schools Toolkit for Governors (Revised Edition April 2009): This new and improved edition of the TDA's publication can be downloaded from <http://www.nga.org.uk/TDA.aspx> or ordered online from the Training and Development Agency for Schools at: publications@tda.gov.uk or by telephone on 0845 6060 323. (Reference TDA0664/03.09/COL).

Recruiting Headteachers and Senior Leaders: This publication provides a governing body with the practical guidance needed to find success in recruiting a headteacher. It can be downloaded free from the NCSL website: www.ncsl.org.uk/publications

School Improvement Planning Framework (New Edition October 2008): To find this useful tool visit the Training and Development Agency for Schools (TDA) website. It can be downloaded or ordered in hard copy: http://www.tda.gov.uk/leaders/schoolimprovement_framework.aspx