

# 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](http://www.nga.org.uk/events.aspx)

### FOR INFORMATION

#### 1 **NGA News** ~ *please note changes and additional items*

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

**NGA Officer Elections:** At the Board meeting held on December 11, the following were elected: Chair: Clare Collins; Vice Chairs: Stephen Adamson, Doris Neville-Davies; Hon. Treasurer: Judy Leggett; Hon. Secretary: Judith Bennett.

#### **New CEO**

**The NGA has appointed a new CEO. Emma Knight will take up the post in February.** Emma has been joint CEO of the Daycare Trust since June 2006. Before joining the Daycare Trust, Emma worked in a number of roles in the voluntary sector, particularly in the advice sector and has previously worked for the Legal Services Commission and the Local Government Association, leading projects on child poverty and educational attainment. Emma is a parent governor at her children's secondary school.

**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](http://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 4<sup>th</sup> September. *If you wish to be placed on the forum email Gillian Allcroft – [gillian.allcroft@nga.org.uk](mailto:gillian.allcroft@nga.org.uk)*

## 2 New Year Honours

The following governors were awarded MBEs in the New Year Honours: Lynda Allan (Cheshire); Professor Michael Goodfellow (Newcastle-upon-Tyne); Rabindara Nath Pathak (Ealing); Karen Stock (Essex); John Christopher Tyzack (West Berks); Pamela Walker (Northumberland); and, finally, Hilary John White (East Sussex), a name many will recognise. John served as a Director of NGC and NGA and as SE Regional Director until 2007. Congratulations to them all.

## 3 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](mailto:gillian.allcroft@nga.org.uk) or send hard copies to the NGA Office.*

## 4 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](http://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.

## 5 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](http://www.nga.org.uk/briefing.aspx) (under *Briefing Papers*). A briefing on the Act will be available soon.

## 6 Governance Review

What appears to be the final Report was circulated just before Christmas. We await information about a meeting date. As soon as we learn more we'll alert members to the report and consultation dates. *Please respond to the consultation, late as it may be.*

## 7 Meetings Digest ~ a quiet month

**Meeting with Vernon Coaker, Minister for Schools and Learners (3.12.09):** Discussed were:

- The Governance Review: NGA suggested that closure, at the least, should be aimed for;
- White Paper /Education Bill and implications for Governance: A wide-ranging discussion very much focused on collaborative working (i.e. federation etc) as a tool for raising standards, specifically blockers to progress;
- Funding: NGA deplored the 'Securing the Future' document with its single mention of governors. The Minister admitted that this was not good. He wanted views on school balances

and seemed to recognise the tensions, especially with the prospect of tighter funding settlements;

- KS2 SATs: It appears the Government is not going to back down. NGA made it clear that this issue is hugely problematic for governing bodies.

Other December events or meetings attended by NGA representatives (or for which NGA provided chairs or speakers) included: Safeguarding/Safer Recruitment Reference Group; Employer Task Force Expert Group /Governance; DCSF Preventing Violent Extremism update; Lamb Inquiry Report Launch.

## 8 **The NGA *First Certificate in Governance***

Changes have been made to this distance-learning programme. Details are available on the NGA website at [www.nga.org.uk](http://www.nga.org.uk). Click on *Resources* and then *Training*.

## 9 **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>

## 10 **Teachers' TV**

*Just for Governors* – online resources: This area of the website, [www.teachers.tv/governors](http://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](http://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](http://www.teachers.tv).

## **CONSULTATIONS: NEWS and ACTION**

### 11 **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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to [pathfinder.mailbox@dcsf.gsi.gov.uk](mailto: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**

**Please copy responses to NGA**

## **12 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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [Accreditation.CONSULTATION@dcsf.gsi.gov.uk](mailto:Accreditation.CONSULTATION@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**

## **13 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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [schoolpremisesregulations@dcsf.gsi.gov.uk](mailto: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**

## **14 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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [pupilandschoolregsamendments@dcsf.gsi.gov.uk](mailto: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**

## **15 New Regulations for the Implementation of the Service to Handle Parents' and Young People's Complaints about School Matters**

This seeks views on draft regulations, underpinned by legislation, set out in sections 206-224 of the Apprenticeships, Skills, Children and Learning (ASCL) Act 2009. The Act extends the remit of the Local Government Ombudsman to enable investigation of complaints from parents and young people in relation to individual school matters. As the regulations must be in place to allow testing of the new service in April 2010, the consultation period is necessarily short. There will be further opportunities for stakeholders to feed in views as DCSF moves towards testing and evaluation.

The consultation can be found at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [regulationsparentalcomplaints.consultation@dcsf.gsi.gov.uk](mailto:regulationsparentalcomplaints.consultation@dcsf.gsi.gov.uk) or by post to: Families Group, DCSF, 1<sup>st</sup> Floor, Sanctuary Buildings, Great Smith Street, London SW1P 3BT.

**DCSF deadline 5 February 2010**

**Deadline for comment to NGA 14 January 2010**

## **16 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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [haspev2.consultation@dcsf.gsi.gov.uk](mailto: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.

**DCSF deadline 8 February 2010.**

**Deadline for comment to NGA 18 January 2010**

## **17 Working Together to Safeguard Children**

In *The Protection of Children in England: A Progress Report* Lord Laming made a number of recommendations which the Government proposes to address through the revision of the *Working Together to Safeguard Children* statutory guidance. This revised draft guidance addresses 17 of Lord Laming's recommendations, as indicated in the National Safeguarding Delivery Unit's earlier pre-consultation. The revised draft also updates the guidance to reflect changes to the policy and legislative landscape since *Working Together* was last published in 2006.

The consultation can be found at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [working.together@nsdu.gsi.gov.uk](mailto:working.together@nsdu.gsi.gov.uk) or by post to Working Together Team, National Safeguarding Delivery Unit, DCSF, 1<sup>st</sup> Floor, Sanctuary Buildings, Great Smith Street, London SW1P 3BT.

**DCSF deadline 11 February 2010.**

**Deadline for comment to NGA 23 January 2010**

## **18 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/](http://www.dcsf.gov.uk/consultations/)

Responses may be made online to: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/) or sent by email to: [DrugsGuidance.CONSULTATION@dcsf.gsi.gov.uk](mailto: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 [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). And [Sure Start Children's Centres: Guidance](#), which aims to gather views on draft guidance, resulting from changes in the ASCL Act 2009. (Closing date: 1 February 2010). Both can be found at: [www.dcsf.gov.uk/consultations/](http://www.dcsf.gov.uk/consultations/)*

## **19 Publications available from NGA**

For NGA publications, visit both the Publications and Guidance sections of the NGA website: [www.nga.org.uk](http://www.nga.org.uk).

Please note: Workforce reform for a 21<sup>st</sup> century school: a brief for governors. This can be found via this link: <http://www.nga.org.uk/uploadfiles/documents/Workforce%20reform%20for%2020>

## **20 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](mailto: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](http://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](http://www.tda.gov.uk/leaders/schoolimprovement_framework.aspx)