

# Highfields Governors Induction & Development Guide



All new governors are requested to undertake the following five step learning / development pathway.

<u>Step</u>	<u>Development Action</u>	<u>Date/s Completed</u>
<b>1) Introduction to being a Governor</b>	<p>→ Sign up for GovernorHub – sign up for and attend ‘New Governor 1’ and ‘New Governor 2’ sessions.</p> <p>→ Read ‘Welcome to Governance’ (National Governance Association). This document is available to purchase here: <a href="https://www.nga.org.uk/Publications/Welcome-to-Governance-Resources.aspx">https://www.nga.org.uk/Publications/Welcome-to-Governance-Resources.aspx</a> - however, please note Stockport MBC Governor Services will provide a first free copy to new governors.</p> <p>→ Read “Governor Remits and Responsibilities” published by Stockport MBC and “What we Expect” a joint publication including the NGA and Local Government Association et al, both in GovernorHub (Stockport – Resources – Governance)</p>	
<b>2) Introduction to Highfields Inclusion Partnership</b>	<p>→ Read the Highfields website – <a href="http://www.hip.stockport.sch.uk">www.hip.stockport.sch.uk</a></p> <p>→ Undertake a guided tour of the Highfields site with a member of SLT. Please contact the Headteacher to arrange a visit (<a href="mailto:headteacher@hip.stockport.sch.uk">headteacher@hip.stockport.sch.uk</a>) and follow the Governors Code of Conduct and School Visits Policy during visits: <a href="http://www.hip.stockport.sch.uk/policies/">http://www.hip.stockport.sch.uk/policies/</a></p> <p>→ Read the most recent Highfields Ofsted report: <a href="https://reports.ofsted.gov.uk/provider/22/134623">https://reports.ofsted.gov.uk/provider/22/134623</a></p>	
<b>3) Policy and whole school developments</b>	<p>It is important to ‘tune in’ to the dialogue and direction of travel taking place at the provision...</p> <p>→ Request the School Evaluation Form (SEF), School Development Plan (SDP) and Post-Ofsted Action Plan (POAP) from the headteacher.</p>	
<b>4) Data dashboards at Highfields Inclusion Partnership</b>	<p>Highfields, as a PRU, is less connected to national dashboards (such as Fischer Family Trust) but does nonetheless have methods and tools for tracking progress and trends within its community. These dashboards are reported on at relevant Governor meetings and you need to understand their significance.</p> <p>→ Organise an introductory session with a member of SLT</p> <p>→ Attend one recap session each academic year</p>	
<b>5) Self-evaluation of further development needs</b>	<p>→ Meet with the Chair / Vice Chair to undertake a self-audit of development needs.</p>	

## Link Governors

We recommend the following for Link Governors.

All to read "Governor Remits and Responsibilities" published by Stockport MBC on GovernorHub (as above)

<u>Governor Role</u>	<u>Recommended Development Actions</u>	<u>Date/s Completed</u>
<b>Development Governor</b>	- Attend Stockport MBC training sessions and regular workshops related to this area (available to book via GovernorHub).	
<b>Careers Link Governor</b>	- Meet twice per annum with the Careers Lead - Make yourself familiar with the following 'Gatsby Benchmarks' <a href="http://www.gatsby.org.uk/education/focus-areas/good-career-guidance">www.gatsby.org.uk/education/focus-areas/good-career-guidance</a> - Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>Safeguarding Governor</b>	- Read the 'Keeping children safe in education: for schools and colleges – Part 1' from here: <a href="http://www.gov.uk/government/publications/keeping-children-safe-in-education--2">www.gov.uk/government/publications/keeping-children-safe-in-education--2</a> - Read the Highfields Safeguarding Policy, available on the school website. - Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>Emotional Wellbeing and Community Cohesion</b>	- Read the document 'Mental health and behaviour in schools' - <a href="https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2">https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2</a> - Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>Pupil Premium</b>	- Request documentation from the Headteacher regarding Pupil Premium reporting over the past two academic years. - Read through Sutton Trust guidance on Pupil Premium and 'what works?' - <a href="https://www.suttontrust.com/about-us/education-endowment-foundation/teaching-learning-toolkit/">https://www.suttontrust.com/about-us/education-endowment-foundation/teaching-learning-toolkit/</a> - Meet twice per annum with the Pupil Premium Lead. - Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>SEND</b>	- Read the SEND Policy and School Offer, available on the school website. - Meet with the SEND Coordinator twice per annum. - Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>Health and Safety Governor</b>	- Attend Stockport MBC training sessions related to this area (available to book via GovernorHub)	
<b>Behaviour</b>	- Read the Highfields Behaviour Policy, available on the school website. - Read the document 'Mental health and behaviour in schools' - <a href="https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2">https://www.gov.uk/government/publications/mental-health-and-behaviour-in-schools--2</a>	