

the

Summer 2010

Governor



Welcome to *the* Governor

Introduction by Rosalind Turner

In February we launched our proposals to continue the transformation of Kent's services for children, families and education with detailed structure plans. These are now out for consultation with our 4,500 members of staff until 24 May 2010.



Rosalind Turner

We are proposing a clear focus on front line service delivery to children, young people and their families with strong support for our early years providers, schools and colleges. We intend to do this through 12 operational managers groups who will ensure high quality services for all, while also ensuring that 'teams around the child' and 'teams around the school' receive additional support if required. The importance of support for governance is recognised and valued in our restructure proposals. Our new Director of Learning, Merril Haeusler, will be joining the LCSP governor sessions to discuss the proposals further.

We have planned our new structure to complement the recent review of Kent Children's Trust, with the move from 23 Local Children's Services Partnerships to 12 district based Local Children's Trust Boards.

I am sure everyone is aware of the impact on public finance from the world economic downturn. Demand for our services continues to rise, particularly in relation to special needs and children and families requiring additional support. We have to deliver a 10% saving on our core budget and have other grants coming to an end in 2011. Our proposals will save 7% from our staffing budget as well as delivering a large proportion of the efficiencies we require.

The proposal documents are available at www.kenttrustweb.org.uk. We want to consult with you in schools and governing bodies as well as with our other partners about our new model of service delivery. I would encourage you to feedback your views on the form provided at the link above.

This edition of *The Governor* celebrates your achievements (See pages 6&7). I was delighted to be at the recent governor awards evening at Holmesdale School where Sue Glanville, who features on our cover, won the prestigious Clerk of the Year Award. Many clerks attained their BTEC qualifications, while other governors and clerks were honoured both as individuals and as part of winning teams, with two schools receiving the Governormark. I really appreciate the work of all our 7,500 governors. Our articles inside this issue cover safeguarding, admissions and exclusion by our service leads as well as articles of general interest and matters the governing body will need to consider during term five and six meetings.

I am continuing my weekly visits around Kent, getting to see services in operation and getting a real feel for the variety and landscape of this huge county. We must continue to work together to celebrate all the positive things we are delivering which impact on the life chances of Kent children.

Rosalind Turner

Managing Director, Children, Families and Education

We would like to hear from you and welcome your contributions or suggestions for future issues of *The Governor*. Please contact us at: The Governor, G54 Sessions House, County Hall, Maidstone, Kent, ME14 1XQ or email alex.mcnally@kent.gov.uk

Editor: Linda Lissimore, School Governance Unit, Bishops Terrace, Maidstone, Kent ME14 1AF
Tel: 01622 605160 schoolgovernor@kent.gov.uk

Front cover photo: Clerk of the Year Award Sue Glanville (Whitfield School & Aspen School)

Contents

All contributors can be contacted by telephone via the Contacts Centre on 08458 247247

All email addresses are forename.surname@kent.gov.uk unless otherwise shown.

	Page Number	Title	Contributor & contact
MUST ACTION NOW	4	Admissions in VA & foundation schools	Scott Bagshaw Head of Admissions
MUST ACTION NOW	5	Counting the cost of exclusion	Chris Berry Head of Attendance & Behaviour Service
	6 & 7	Governor Awards	Alex McNally
MUST ACTION NOW	8	School funding system from 2011	Keith Abbott Director of Resources Planning
Consider Action	9	School self evaluation – The role of the governing body	Julia Bellamy Lead Adviser Leadership
	10	Model agenda term 5 & 6	School Governance Unit
	11	Task planner	School Governance Unit
	12	A virtual headteacher for Kent's looked after children	Alex Duncan Policy Officer
Consider Action	13	A rich and appropriate curriculum for every child	Allan Foster Lead Curriculum Adviser
Consider Action	14	Helping your new governor make a good start	Linda Lissimore Head of School Governance
	15	Giving a voice to children in care	
	16	Are you compliant with the National Workforce Agreement	Carrie Beach Principal Advisor Professional Development
Consider Action	17	Phased retirement	Cathie Aldis Lead Adviser Leadership
Consider Action	17	Extended services 'your choice' funding	Sean Carter Extended Services Lead Manager
	17	Renewing your school meals contract	Mark Sleep Client Services Manager
	18	The Foyle School library project	Janet Davis Family and Lifelong Services Manager
	18	News in Brief	School Governance Unit
	19	Whizz Kids	
Consider Attendance	20	Kent Governors' Association Meetings	

Red carpet night for school governors

by Alex McNally

School governors from across Kent have been handed awards for their outstanding commitment to education.

Governors and clerks were applauded at a ceremony in front of family, friends and colleagues. The award categories included long-service, governing bodies recognised as outstanding by Ofsted, BTEC awards for clerking, Governormark and clerk of the year award.

Governors are supported by Kent County Council's Children, Families and Education department. Managing director

Rosalind Turner congratulated the winners.

She said: "This is an opportunity for us all to recognise the outstanding achievement of many schools and their governors and clerks. Governors are at the heart of how a school operates and have a vital role to play in the overall effectiveness of that school.

"Kent is privileged to have such excellent and hard working governors. Together they are

helping us to deliver on the vision and priorities for our children."

The audience was entertained with performances by students from Holmesdale Technology College, The Westlands School, Valley Park School, Ifield School, Leybourne St Peter and St Paul Primary and St Katherine's School.

There are around 7,500 governors in Kent and more than 500 clerks.

Winners

The prestigious clerk of the year award was handed to Sue Glanville from Whitfield and Aspen School in Dover.

Sue, aged 54, was picked on the night from a shortlist of five finalists. She said: "I was so shocked to be clerk of the year. When I was nominated by the school I was really pleased. Then when I was on the shortlist I just thought 'oh my goodness'. I had no idea I would win."

The mother-of-three began working at the school in 1998 as a teaching assistant. Before that, she was a member of the parent teacher association.

She said: "My children went to the school so it is very close to my heart. It is a really good school. It is all inclusive as we have a Specialist Provision, Aspen,



within the school that caters for children with special educational needs.

The children at this school are well prepared for adult life and seem to have no barriers with people from all walks of life. When I first started as clerk, I

thought I could never do the job. But I really enjoy it and love coming into work."

Her husband Steve, 57, is also a governor at the school and her youngest daughter Sarah, 19, is a learning support assistant at the school. Sue completed the BTEC award for clerking in 2008. Her job involves organising meetings, taking minutes, introducing new governors and providing advice.

Awards were presented by deputy cabinet member for Children, Families, and Education Leyland Ridings, KCC chairman John Davies, Martin Baker, the strategic director for schools, settings and colleges and Merril Haeusler, director for learning.



Paddock Wood Primary School
Long Serving Governors
Roger Parkes - 25 years
Donald Kent - 25 years



Beaver Green Community Primary
Long Serving Governor - 30 years
Peter Bracher



Temple Hill Community Primary School
Susan Edgar
Long Serving Clerk - 23 years



Ann Harley
St Peter-in-Thamet CE Junior School
BTEC Clerking Award



Ofsted Outstanding Governing Body
Shatterlocks Infant School



Shirley Bartlett
Speldhurst CE Primary School
Long Serving Governor - 35 years

Award winners:

Long Service Governor Certificates 20 + yrs

William Lambert MBE,
Raynehurst Community Primary
School; Roger Parkes Paddock
Wood Primary School; Donald
Kent, Paddock Wood Primary
School; Hugh Walton, Morehall
Primary School; Judith Yallop, Vigo
Village School; Norma Smyth,
Ashford Christ Church A Church
of England Maths & Computing
College Specialist College; John
Farmer, Ellington Infant and The
Hereson; Shirley Burton, York
Road Junior School & Language
Unit; Shirley Bartlett, Speldhurst
CE Primary School; Peter
Bracher, Beaver Green
Community Primary School;
Glynn Stevens, Whitfield & Aspen
School; George Neil Benson,
Wilmington Grammar School for
Girls; Peter Jocelyn Jeffries Ide
Hill Church of England Primary
School; Sally Slade, Various Kent
Schools; Jim Williams, Bethersden
Primary School; James Aindow,
Bower Grove School.

Long Service Clerk

Susan Edgar, Temple Hill
Community Primary School.

Ofsted Outstanding Governing Body

Sellindge Primary School; St
Joseph's Catholic Primary School,
Northfleet; Thurnham CE Infant
School; Maidstone Grammar
School for Girls; Harbour School;
Amherst School; Eastry CE
Primary School; St Peter-in-
Thanet CE Junior School;
Wrotham School; King Ethelbert
School; The Wyvern School;
Bradbourne School; Claremont
Primary School; Highsted
Grammar School; Highworth
Grammar School for Girls; Lady
Joanna Thornhill (Endowed)
Primary School; Peshurst CEP
School; Riverhead Infant School;
Shatterlocks Infant School; St
Nicholas at Wade CEP School;
Whitstable & Seasalter Endowed
CEJ School.

BTEC Award for Clerking

Sharon McGregor (Thamesview
School); Terrie Hennon (East
Borough Primary School);
Andrew Anderson (Various
Schools); Wendy Barker (Various
Schools); Fiona Gardiner (The
Community College Whitstable);
Ann Harley (St Peter-in-Thamet
CE Junior School); Julie Roe (The
Discovery School); Rachel Martin
(Wrotham School); Jane Condie
(Swadelands School); Rachel
Pearson (Brookfield Infant); Zoe
McNally (Grange Park); Jane
Dransfield (Holy Trinity & St
John's CE Primary School).

Achievement in Governormark

Dover Grammar School for Boys;
Great Chart Primary School.

Clerk of the Year Award

Sue Glanville (Whitfield School &
Aspen School) - winner
Rachel Pearson (Brookfield Infant)
- highly commended;
Nikki Recas (Deal Parochial)
- commended

Listening at the heart of good self evaluation

by Julia Bellamy, Lead adviser leadership

Few governors would veer very far from a vision of their school where every child progresses confidently with well qualified and excellent staff.

This vision will be reached through evaluating what your school is doing well and how it can improve.

Governors will need to have a firm grasp of the revised Ofsted framework for inspection and the newly revised Self Evaluation Framework (SEF). Self evaluation is one of the three aspects which go towards the final judgment about the school's overall effectiveness by Ofsted.

"It is important to listen to the views of pupils, parents, governors and the local community, in coming to a rounded perspective on what the school does well and what it still has to do."

It will also be useful to understand the new definitions of **attainment, progress and achievement**. Progress is the extent to which pupils have progressed in their learning given their starting points and capabilities. Attainment is the standard of academic attainment, typically shown by test and examination results. Achievement takes into account the standards of attainment reached by pupils and the progress they made to reach those standards. Points progress is used to show how well pupils are doing. Each National Curriculum level is worth 6 points, each sub-level (ie 3a, 3b, etc) is worth 2 points. For example, a child in one school who progresses from KS1 level 1c to KS2 3a has made 16 points progress. In another school, a child who has moved from 3b at KS1 to 5c at KS2 makes 10 points progress.

Ofsted's judgement on achievement is a 'limiting grade' which affects the overall judgement. Schools will still receive credit for outstanding work to improve learning, progress and attainment in challenging circumstances, looking particularly carefully that all pupils are doing well. In the above example, the first school is doing particularly well with pupils starting school with few advantages but may need to set challenging targets to raise attainment further. Governors of the other school might want to know whether pupils who show ability early, are being fully stretched to meet and exceed the expected progress of two National Curriculum levels (12 points) from KS1 to KS2.

What is more difficult for governors and schools

to evaluate are the wider outcomes which now have a higher profile in self-evaluation. The key questions here are "How do we know the school is making a difference?" and "What evidence do we have that shows the impact of our work?" Using the Every Child Matters outcomes can suggest ways in which evidence might be gathered. To evaluate how safe children feel, you will need their views on the matter, but it could also be clear from

an analysis of incidents of bullying. Healthy lifestyles requires awareness from pupils and willingness from parents to engage. Many schools have an extensive range of out-of-school activities which promote physical activity, but do they impact on all groups of pupils? Is there any group who is unable or unwilling to participate?

The outcome of good School Self Evaluation is clarity about what the school does well, what its next priorities are and a focused, timed and costed plan to achieve them.

Kent Quality Mark awards



Kaleidoscope Childcare, based in Ashford, was one of fifty top nurseries and pre-schools that have been handed certificates at an awards ceremony after completing the Kent Quality Mark scheme. To gain the award they had to show commitment to raising the quality of service for pre-school children and their families. The scheme, organised by Kent County Council, aims to improve the quality of private, voluntary and maintained early years nurseries and pre-schools.

Model Agenda Summer 2010

(School Name) Full Governing Body Meeting
(Insert date, time & place)

AGENDA

	Item	Purpose	Paper attached
Procedural			
1.	Apologies for absence	Governors to consider if apologies are acceptable.	
2.	Declaration of business interest	Governors have the opportunity to declare any interest against an agenda item	
3.	Membership issues	Appoint/re-appoint appropriate governors and welcome any newly elected governors	
4.	Minutes of previous meeting (insert date of last minutes)	To be approved by governing body and signed by chair. <ul style="list-style-type: none"> • To receive update on agreed governor actions • Matters arising not covered by this agenda 	Attached or sent before
School Improvement			
5.	Headteacher's report	Receive headteacher's report <ul style="list-style-type: none"> • Governors to clarify any points 	Attached
6.	Review updated SEF/ school plan	<ul style="list-style-type: none"> • Review any updated SEF sections (state which sections to monitor) • Review school improvement plan progress • Agree any additional governor monitoring visits against priorities/objectives 	Governors to bring SEF /SP
7.	Governing body reports <i>Clerk note</i> <i>Budget approval (refer to your terms of reference this may be approved by committee) – see also list below which must be agendered at some time during the year</i>	To receive the following reports: (list committee/team reports etc to be received) <ul style="list-style-type: none"> • Finance <ul style="list-style-type: none"> • Present and advise latest budget monitoring; formula and devolved capital • Provisional budget approval for submission to LA (if not delegated to committee/team) • Receive reports from governor monitoring visits (list these) and receive recommendations • Receive feedback from governor training 	Attached
8.	Review policies	Policies due for review (refer to your policy review timetable)	
Other			
9.	Chairs actions/ correspondence	Chair advise on chairs actions and any correspondence received	
10.	Briefing notes <i>Clerk note: some items may have been agendered/ actioned via the committees</i>	Discuss action points arising from summer briefing notes <ul style="list-style-type: none"> • List specific items applicable to your GB (not actioned by committees) 	
11.	Confidentiality	Determine which items, if any, are confidential.	
12.	Dates for future meetings	Agree date of next meeting (or list dates already agreed)	

Governing Body Key Tasks for Terms 5 and 6 and Annually

<p>Key Tasks</p> <ul style="list-style-type: none"> • Review arrangements for parents to receive reports about pupil performance in national curriculum subjects • Prepare for the review of the governing bodies' performance/procedures in the autumn • Review attendance of pupils/staff and governors • Review pupil exclusions for the year • Review school plan progress • Review governors' visits • Review careers advice • Receive and review teacher/governor report • Receive headteacher's report • Agree and publish the school profile 	<p>Statutory Tasks</p> <ul style="list-style-type: none"> • Staff performance management <p><u>Kent Requirements</u></p> <ul style="list-style-type: none"> • Revise budget and submit to LA [end of May] • Review/approve statement of internal control • Review analysis of year-end budget figures and balance control mechanism • Review school improvement plan progress • Present and discuss latest budget monitoring; formula and devolved capital • Review of benchmarking • Review of school asset register <p><u>FMSiS Requirement</u></p> <ul style="list-style-type: none"> • Review asset register
<p>On a regular basis</p> <ul style="list-style-type: none"> • Organise support and training for governors • Keep code of conduct for governors under review • Arrange governors' visits to the school 	<ul style="list-style-type: none"> • Ensure new policies are written; review existing policies on a rolling programme • Hold governing body, team or committee meetings as appropriate • Monitor school plan
<p>At Any time of the Year</p> <ul style="list-style-type: none"> • Review child protection policy • Receive friends/parents' association report • Review the delegation of functions and committee structures • Review terms of reference of committees • Complete school profile • Complete asset management plan • Induction of new governors • Preparation for Ofsted inspection • Review / complete self-evaluation form • Appoint clerk • Complete special educational needs report <p>Kent Requirements</p> <ul style="list-style-type: none"> • Standards questionnaire keeping your balance' • Review 'whistle blowing' policy • Review lettings policy • Review of LA contracts i.e. finance and personnel • Review of quotes and tenders • Presentation of voluntary fund audit certificate to the governing body 	<ul style="list-style-type: none"> • Review banking signatories • Review compliance audit reports • Best value monitoring of major purchases • A governor representative should attend the school improvement partner 'target setting visit' at the school during the summer term • School improvement partner notes of visit shared with the governing body <p><u>FMSiS Requirements</u></p> <ul style="list-style-type: none"> • Governor self evaluation of competencies matrix • Benchmarking comparison <p>FMSiS Best Practice</p> <ul style="list-style-type: none"> • Opportunity to declare business interests at every meeting • Completion of governing body decision planner • Ensure that the members of the finance committee complete and date the "financial management competencies matrix for school governors"

A virtual headteacher for Kent's looked after children

Help is at hand for looked after children in Kent's schools.

Kent County Council is recruiting for a "virtual" headteacher, who will be looking after the wellbeing of all 1,200 looked after children in the county's schools.

The virtual headteacher will develop strategies to promote change and improvements to make sure looked after children and those leaving care fulfill their potential and succeed in life.

A representative of the Kent Governors' Association will be involved in the appointment process.

Safeguarding children and child protection

Recent media coverage of serious child abuse cases and enquiries carried out by Lord Laming and Sir Michael Bichard has raised public awareness of the potential risks presented to children due to professionals lacking skills, knowledge and expertise in child protection and safeguarding.

This in part led to Sir Roger Singleton's review of safeguarding arrangements in schools, which helped to inform the new Ofsted section five inspection regime. Headteachers and school governors will be aware that this now applies a limiting judgement to the schools overall rating. The more robust scrutiny of safeguarding practice in schools is welcome as safeguarding is now considered to be everyone's business and a child who doesn't feel safe in a school will inevitably not be motivated to learn. Lord Laming concluded that "schools are the eyes and the ears of the state" so it is critical that all staff in schools know how to recognise signs and symptoms of abuse and know how to record, report and refer their concerns.

Section 175 of the Education Act 2002 places a statutory duty on schools and local authorities to safeguard children and promote their welfare. There is also a duty to comply with DCSF guidance published to help inform schools what constitutes *good safeguarding practice*. *Safeguarding Children and Safer Recruitment in Education (2007)*, *Working Together to Safeguard Children (2006)* and the *Early Years Foundation Stage* provide the overall framework. All schools should have copies of these publications in addition to a copy of the *Kent Safeguarding Children Board Procedures (Purple Book)* and *What to do if you think a child is being abused*.

The recent Ofsted section five briefing (January 2010) outlines what inspectors are looking for when they review safeguarding policy, procedure and practice in schools. Experience of the new inspection regime since its introduction in September 2009 has identified a number of inconsistencies in terms of what Ofsted are demanding to see as evidence during inspections. This has caused great anxiety for schools in a number of areas including CRB disclosures and the single central record, site security and retention of child protection records. Schools need to be aware that these issues have been taken up with Ofsted and the DCSF at director level and KCC awaits a response.

For more details see www.kenttrustweb.org.uk/Children/safeguards_policy.cfm

For details of Safer Recruitment Training (Headteachers and Governors) via Schools Personnel Service www.the-sps.co.uk

For bookings contact: sarah.heaney@kent.gov.uk or call 01227 598758

All of these areas are covered in bespoke 'Child Protection' training provided for school governors during evening sessions. www.kenttrustweb.org.uk/ask/

A rich and appropriate curriculum for every child

by Allan Foster

The **primary** curriculum is changing. Children's learning needs to keep pace with our rapidly changing world. The new primary curriculum has been designed to prepare children for the opportunities and challenges they face in the 21st century.

It provides breadth and balance as well as securing the fundamentals of literacy, numeracy and ICT capability. There is a strong emphasis on children's personal development, including the development of learning and thinking skills, and personal, social and emotional skills.

The curriculum provides a powerful tool to tackle continuous school improvement. It offers schools the flexibility to tailor learning to their children's needs, interests and aspirations. The new curriculum includes essentials for learning and life and religious education. It also introduces a statutory requirement for languages at key stage 2 and meets statutory requirements for inclusion and health and safety.

The curriculum website contains a short video tour of the site, an overview presentation of the curriculum, an interactive curriculum design and development toolkit, plus a range of helpful guidance and planning materials, in addition to details of the new Areas of Learning.

Schools will be given an additional staff development day for planning curriculum implementation, during the academic year 2010-2011. Further details at curriculum.qca.org.uk

Consider action

- Governing bodies need to decide timing and use of the additional staff development day.
- Review the website and become familiar with the contents and guidance materials.
- Discuss 'The New Primary Curriculum' at a Governor's Meeting in the near future and at subsequent meetings to decide how the school will take this opportunity forward to good effect.

The new **secondary** curriculum was introduced in September 2008 as part of major reforms of 11–19 education and qualifications. With the implementation phase well underway, it's now time to ensure the changes are secure and that they make a difference for learners.

The changes aimed to create a curriculum that:

- motivates and engages learners and helps them to succeed.
- ensures that more young people gain the knowledge and skills in English, mathematics and ICT they need for education, employment and life
- ensures that assessment supports teaching and learning, providing more opportunities for focused support and challenge where needed
- gives schools the flexibility to personalise learning and design a curriculum that meets the needs of their learners
- enables a smooth progression from primary, through secondary and beyond
- encourages more young people to go on to further and higher education.

You need to make certain that all young people are more deeply motivated and inspired to engage with learning. They should make good progress and achieve the standards they need to give them the best chance of success in adult life.

The Qualifications and Curriculum Development Agency provides advice on how to see if your curriculum is hitting the right notes.

Please bring to the attention of the Governing Body and consider if action is necessary in your school

- Consider how your school implemented the New Secondary Curriculum.
- What difference have these changes made to learners?
- Are we successful in achieving our aims, or do we need to change what we are doing?

Further details at curriculum.qca.org.uk

Leading the way

A primary in Tunbridge Wells can now offer a helping hand to other schools in the area.

Claremont Primary School's headteacher Richard Sutton-Smith has been chosen as a National Leader of Education by the National College for Leadership of Schools and Children's Services (NCSL).

This role is only open to schools which have been rated as outstanding by Ofsted. The school was given the top mark by inspectors last year. The governing body was also praised at the Governor Award's night (see page 6 and 7.)

National leaders are outstanding school leaders who, together with the staff in their schools, use their knowledge and experience of teaching to provide additional leadership to schools in challenging circumstances.

Mr Sutton-Smith said: "The Ofsted result and subsequent accolades have been great reward for the hard work of our team. It is the dedication, intelligence and growing expertise of that team, from volunteers through staff to Governors, that gave us the confidence to offer our support beyond the school. As a National Support School we can now build on that work and try to spread a little magic dust!"

For more info see www.nationalcollege.org.uk/



Claremont Primary School

Helping your new governor make a good start

by Linda Lissimore

As well as encouraging your new governors to attend KCC's induction training session for newly appointed or elected governors, every governing body should have a process for introducing and welcoming a new governor to their school.

Each new governor could benefit from having a 'buddy' or 'mentor' assigned to help them get to grips with the language and culture of your school and governing body. Carefully matching a mentor or buddy would ensure that he or she feels confident and supported. In addition, an assigned role or responsibility would help them to engage with the work of governance at an early stage. Add to these first two activities an in-school training session with the Training & Development Governor or the Chair/Vice Chair; a tour of the school; and an introduction to the headteacher; and your new governor should be well on the way to a successful

and effective term of service.

Every new governor receives the National Governors' Association booklet called 'Welcome to Governance' from the School Governance Unit, and this provides a clear overview of the role of a governor. In addition your clerk will also provide new governors with a set of paperwork, including dates of forthcoming meetings, and past minutes of key meetings.

If you want any assistance to improve the way in which you prepare your new governors for their role, please contact us on schoolgovernor@kent.gov.uk or 01622 605160.



More than 80 children from eight schools in Ashford and Maidstone, pictured, took part in the Kent School Games Multiskills event for Mid Kent and Ashford in March.

Giving a voice to children in care

Scott King was just a tiny six-month-old baby when he was placed in care.

Now he is using his lifetime of experience to help others as a Kent County Council apprentice.

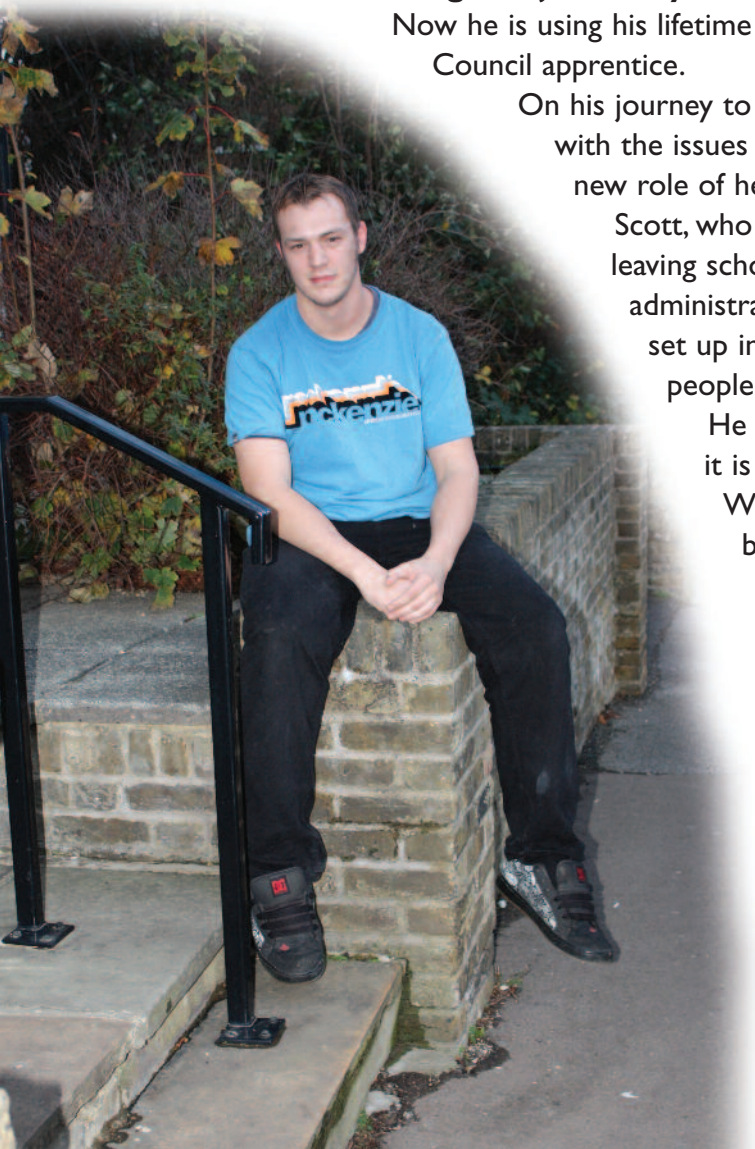
On his journey to finding a family he could call his own, he became familiar with the issues children in care face and has vowed to tackle these in his new role of helping to run the Children in Care Council.

Scott, who lives in Whitstable, wanted to be an electrician after leaving school but instead decided to become the council's administrator to put his experience to good use. The council – set up in April 2009 – is there to provide a voice for young people in care.

He said: "I wanted to take on this role because I know what it is like being in care and I want to be able to help others. When I was in care it felt that decisions were being made by someone else and that I had no say in what was happening in my life and I didn't know what was going on.

"The council gives people the chance to have their say over any issues they have. Sometimes it is the small things that can make a big difference. I want people to feel that being in care won't stop them from living a normal life."

The Children in Care Council is holding elections and has contacted all of the county's 1,450 children in care to ask if they want to get involved. The elections are also open to those who have left care aged between 16 and 21. For more information on how to get involved call Paul Brightwell before 30 April on 01622 694308 or email paul.brightwell@kent.gov.uk



Are you compliant with the National Workforce Agreement? *by Carrie Beach*

The governing body must make sure the school is compliant with the regulations set out in the Apprenticeships, Skills, Children and Learners Act 2009. This introduced new powers to make sure schools have implemented the School Teachers' Pay and Conditions Document (STPCD).

There has been a whole raft of requirements that have been updated through the National Workforce Agreement and the School Teachers Pay and Conditions Document. This is a complex area and there is support for governors and senior leaders in understanding these regulations through the school workforce and governor development teams to help you address any concerns or questions.

If there is a challenge to the procedures a member of staff may want to use the school's grievance procedure to try and resolve an issue. Advice and support can be obtained from Kent County Council.

Schools need to deal with any challenges on compliance. There are two key steps to consider: 1) what measures are in place to assess the impact of governing body policies? 2) How does the school leadership team review the implementation of the National Workforce Agreement and the STPCD provisions on remodelling?

Key policies to assess in this context will include

the work life balance of teachers and school leaders; performance management for teachers and support staff, which are based on up to date job descriptions and include assessment of development needs and opportunities; absences, particularly on delivering cover for teachers; staff development that is based on assessment of the school's and the individual's needs.

The school's leadership team will want to assess the current level of compliance and a checklist is available from the school workforce team to provide a framework for assessment. It is helpful to discuss issues with the governors and senior leaders and with staff using the checklist to promote discussion and identify next steps.

On issues related to remodelling schools, extra support can be found through School Improvement Partners. There is also a locally agreed Issues Resolution Process for Kent which has been agreed with union colleagues through the School Workforce Development Group.

Teachers TV

Teachers TV provides free resources to everyone involved in education, including governors.

The series "Just for Governors" provides information and advice on a variety of topics from governor training and becoming a chair, through the thorny tasks of writing policies on bullying and race and religion.

A number of these videos include a panel of three governors considering their legal responsibilities in some imaginary scenarios. These videos could prove valuable in making sure governors have a better understanding of their role.

Teachers.tv can be found on digital TV on Sky channel 880, Virgin Media channel 240, FreeSat channel 650, Freeview channel 88 (4-6pm), online at www.teachers.tv and on iTunes via your computer, iPhone or iPod Touch.

Road safety lesson



Children at Herne Junior School swapped schoolbooks for sirens when they were allowed to explore emergency vehicles as part of a road safety lesson. Kent County Council Community Warden for Herne and Broomfield, Tom Daley, organised the event to teach the children about crossing the road and help keep them safe on their way to and from school. Kent Police, Kent Fire and Rescue and St John's Ambulance came along to talk to the children and used the ambulance, fire engine and police car to make the lesson fun.

Phased retirement

by Cathie Aldis

Many governing bodies will have spent time recently thinking about professional development, succession planning and building leadership capacity in their schools.

However, fewer governing bodies are aware of recent changes to pay and conditions for teachers and headteachers which may impact on these aspects.

The phased retirement legislation (2007) entitles all staff over the age of 55 to ask for a reduction in their working hours in increments of 25%.

The age profile, of senior staff in particular, makes this legislation a factor which could impact on governors strategic planning.

Whilst governors have no obligation to accede to such a request, it offers a wonderful opportunity, if planned strategically, to offer leadership experience in a supported way. For example, a headteacher may work half of the week with a co-head who was previously the deputy headteacher, enabling several other members of staff to step in to more senior roles.

Governors are reminded that proactive engagement with, and discussion of this issue when they are aware of the age profile of their staff, could develop and enhance their succession strategies.

Extended services “your choice” funding

by Sean Carter

Kent County Council will receive £4.2 million funding from the DCSF this year (2010/11) to rollout to all schools county wide.

The purpose of the funding is to support children and young people from economically disadvantaged backgrounds to access extra-curricular activities.

It provides an exciting opportunity to target those who ordinarily miss out, helping to narrow the gap and improve attainment through increased participation.

Funding will be available to all schools in the county who have ‘Looked after Children’ (LAC) or children eligible for free school meals (FSM). A plan must be submitted and approved by **30 April 2010**.

Action Points

- The governing body may wish to discuss with their headteacher whether this funding is being requested for their school, and if so how the funding will be targeted. Governors may also wish to receive reports on the benefits of this funding and the impact it is having on learning for their children and young people.
- Further information (including guidance notes) is available from E-bulletin to schools on Kent Trust Web on 23 February and 2 March 2010.

School meals contracts

There has been a dramatic change in school meals over the past few years. Kent County Council’s Client Services and all the contract caterers aim to produce healthy nutritious meals with fresh local produce.

The current School Meals contracts ends in July 2011. Kent County Council’s Client Services has already asked schools and governors for what they require for the next contract. A firmer decision from schools will be sought for November. Further details will be forwarded later for inclusion in your autumn governor’s meetings.

A selection of menus, recipes and tasters will be available at this year’s Kent Show. Following the success of last year’s Kentish Food Week, Client Services is already planning this year’s event for the last week of September.



The Foyle Schools library programme by Janet Davis

State funded primary and secondary schools can apply to the Foyle Foundation for projects with educational benefit. Most of the funding is being directed to the school library programme.

However, schools must demonstrate why their project cannot be funded from other sources. The Foyle programme recognises that many school libraries are desperately underfunded and that encouraging children to read widely from an early age will provide a major boost to literacy levels, which is a key educational objective.

Priority will be given to funding library books (not textbooks) but will also consider contributions to library software, and specialist seating.

If schools have a fundraising arm that is a charity

then this should be the applicant on behalf of the school. **The average grant made to schools is £10,000.**

Details on how to apply can be found at: www.foylefoundation.org.uk

Kent School Library Advisory Team can offer advice on school library layout, furniture, stock, library software, information skills and reader development. More information on how we can help you and on our upcoming training courses can be found at the Kent Trust Web.

News in Brief

Parental complaints

A new complaints procedure will be introduced in September 2011. This will include an investigation by the Local Government Ombudsman in the event of an appeal against the governing body decision. The procedure is being piloted in four Local Authorities from April. Kent will join the pilot from September.

Annual clerks conference

Clerks' conferences will be held on Saturday 19 June at The Abbey School, Faversham, and Wednesday 23 June at Oakwood House, Maidstone. Each features speakers, informative workshops and best practice networking. Please encourage your clerk to attend and report back on the day. Bookings can be made online at Kent Trust Web or by calling 01622 203800.

Appraising your clerk

Summer is a good time for governing bodies who employ a clerk to review contracts and conduct an annual appraisal. If your clerk holds a dual role within your school, it is important that you distinguish between the duties that are school based and those of the governing body and the hours of work and pay rates for each role.

Procedure review

A review of the procedures for the appointment and election of governors is being conducted and will be shared with governors via a consultation during term six.

Governormail

This has been used for three years to communicate with larger groups of governors. If you are not receiving Governormail communications, contact your clerk.

Partnership governor meetings

You will be aware that KCC is restructuring the way it offers services to children, schools and families and this includes a proposal to replace the 23 Local Children's Services Partnerships with 12 districts. As a consequence, we have only included Partnership Governor Meeting dates (see page 20) and venues for the summer term. The Kent Governors' Association will work closely with governors throughout the consultation period to collect and feedback your views about the proposals.

“Despite our disability, anything was possible.”

A disabled teenager has spoken about how a three day course has helped change her life.

Summer Almond, 18, was one of 11 young people to take part in the Whizz Kidz camp, which helps disabled young people become more independent.

The camp was set up by Kent County Council and the charity Whizz Kidz as part of the Aiming High short breaks transformation programme. Aiming High is funded by the Government's Department for Children, Schools and Families. The aim was to provide essential life skills training, to make new friends, have fun and build their confidence through sessions including cooking, drama and music.

Young people from Canterbury, Deal, Faversham, Dover, Tenterden, Sittingbourne, New Barn, Longfield, and Birchington took part. This short break was open to all physically disabled young people from year nine and up that attend a mainstream school in the county.

Summer, who attended the course in her role as Whizz Kidz Ambassador, said:

“This wasn't the first time I had been away from my parents, so I didn't get home sick. In fact I really enjoyed being more independent and spending time with 10 other people my own age.

“We spent our time learning essential life skills such as how to communicate with people and express our feelings, as well as how to write a CV and apply for jobs. We were each set a challenge at the end of each day and I really enjoyed helping to prepare dinner for everyone on the second night. We also had a fancy dress karaoke night and we even found time for some swimming, tennis, football and boccia, which was great fun

“I particularly enjoyed the guest speakers who inspired us all to go for it and convinced us that despite our disability, anything was possible. Whilst at the camp I



Summer Almond

Photos by Amy Scaife

decided to really focus on my driving lessons and hopefully in time I'll pass my test and I'll be able to lead a more independent life. At the end of the camp, despite being exhausted we all wanted to stay longer, which showed just how much we enjoyed ourselves. We all got on well with each other and we're hoping to stay in touch at the Whizz Kidz Ambassador Club in Canterbury.

I would definitely recommend Camp Whizz Kidz to any young person with a disability, because it really does help to prepare you for adult life. I hope Kent County Council will continue to offer the camp to other young people in Kent, because I have learnt so much and I have come away from the camp feeling really positive about my disability and my future.”

Sarah Hohler, Cabinet Member for Children, Families and Education at Kent County Council, said:

“This is an extremely worthwhile course. I am really pleased the young people who took part enjoyed themselves and learned some important skills.”

For more details see www.whizz-kidz.org.uk

Kent Governors' Association (KGA) Meetings

An open invitation is offered to all governors, headteachers and clerks to attend any of the governor meetings listed below which are co-hosted by the KGA and Kent County Council. Each agenda is designed to promote and develop good governance, share good practice and develop joint training opportunities.

**Countywide Governor Assembly Meetings held at
Oakwood House, Tonbridge Road, Maidstone ME16 8AE**

Monday 7pm on 14 June 2010, and Monday 7pm on 11 October

PARTNERSHIP	SUMMER 2010
Ashford 1&2	Tuesday 11 May 2010 7pm The North School, Ashford
Canterbury City & Country	Wednesday 5 May 2010 7pm Kingsmead Primary School, Canterbury
Canterbury Coastal	Thursday 13 May 2010 7pm Clover House, Whitstable
Cranbrook and Paddock Wood	Thursday 20 May 2010 7pm Cranbrook CE Primary School, Cranbrook
Dartford	Thursday 13 May 2010 7pm The Brent Primary School, Dartford
Dover, Deal and Sandwich	Wednesday 19 May 2010 7pm Archers Court Maths and Computing College, Dover
Gravesham	Wednesday 28 April 2010 7pm Riverside Centre, Gravesend
Maidstone 1&2	Wednesday 5 May 2010 7pm West Borough Primary School, Maidstone
Sevenoaks South	Tuesday 25 May 2010 7.30pm St Lawrence CE Primary School, Sevenoaks Please note change of date
Shepway 1 & Shepway Rural	Thursday 20 May 2010 7pm Sandgate Primary School, Folkestone
Swale Rural	Wednesday 26 May 2010 7pm The Abbey School, Faversham
Swale Urban	Tuesday 18 May 2010 7pm West Minster Primary School, Sheerness
Swanley & District (Sevenoaks North)	Wednesday 19 May 2010 7pm Swanley Children's Centre The Willows, Hilda May Avenue, Swanley BR8 7BT Please note change of venue
Thanet 1&2	Tuesday 4 May 2010 7pm Newington Community Primary School, Ramsgate
Tonbridge & Malling	Wednesday 12 May 2010 7pm – Hillview School for Girls Please access via Royal Rise (off Royal Avenue), Tonbridge
Tunbridge Wells	Thursday 29 April 2010 Venue to be advised by Governormail

The Governor is available in alternative formats and can be explained in a range of languages. Please call 01622 605160 for details.