



## Lincoln Minster School – Action Plan – Governance



Aims	Action	Who	Impact	2016-17	2017-18	2018-19
LGB profile in School Community	<p>Attending school events</p> <p>Attending school functions</p> <p>Hosting events</p>	LGB, LGB Clerk, Head of Comms, Marketing Executive	<p>Shows LGB support and interest</p> <p>LGB become known to pupils on all sites, staff and parents</p> <p>Positive relationships established</p> <p>LGB up to date with all school news</p> <p>LGB see for themselves what works well and what can be improved</p>	<p>LGB receive school communications i.e. marketing updates, weekly newsletter, monthly <i>Messenger</i></p> <p>LGB notified of all school events and functions at the beginning of each term and LGB indicate which events they will attend</p> <p>Pen portraits of LGB to all staff</p> <p>Governance section on the new website</p> <p>Review of New Governors Induction</p> <p>LGB host a start of year barbecue for all staff in September</p> <p>Finger buffet lunch hosted by LGB in Summer Term</p>	<p>Review of what worked well and what can be improved</p> <p>Consultative Committee with staff (academic and support) – once per term</p> <p>Survey with parents to seek their views of school</p>	<p>Survey with parents</p> <p>Consultative Committee with staff continues</p>



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LGB links to departments	Each member of LGB linked to at least one department and visit (at least) twice a year (includes pre-prep, prep and boarding)	LGB, AHL, HODs	<p>More LGB knowledge of curriculum delivery and co-curricular opportunities within each subject</p> <p>Opportunities for departments to utilise skill set of LGB to develop practice and ideas</p> <p>LGB aware of challenges faced</p> <p>Further accountability for HODs</p> <p>Better staff/LGB relationships</p>	<p>Departmental visits include lesson observations/participation, break and/or lunch with staff, time with HOD to discuss department strategy, observe department co-curricular activities, Advanced Performers and SEN provision, meet pupils and department marketing/outreach involvement</p> <p>HODs and HOYs to be invited to 'Show and Tell' presentations to LGB twice a year at LGB meetings</p> <p>Summaries/minutes of Governor sub-committee meetings circulated amongst SLT</p> <p>Agenda for LGB and sub-committees circulated to all staff</p>	<p>Link department governors to be invited to be involved in the QA process and with the feedback generated from Departmental Focus fortnights</p> <p>Build link governors into the SWOT review cycle i.e. HODs report 'progress to date' to link governor following a terms work</p> <p>Evaluate the impact of LGB involvement with departments. What works well/areas to build upon?</p>	Evaluate the impact of LGB involvement with departments. What works well/areas to build upon?



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				<p>Staff representation on key committees relating to area(s) of responsibility</p> <p>Work &amp; Buildings sub-committee established to oversee the development of the Estate over the next number of years</p>		
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LGB linked to Development Plan	LGB contribute to and develop the Plan in each of the key areas of Governance, Leadership, T&L, Pastoral, Curriculum, Marketing, Co-curricular, Boarding, Welfare, Facilities and Community	LGB & SLT	LGB evaluate progress of Development Plan to make sure the objectives are being worked towards/met	<p>Development Plan reviewed at LGB meetings to ascertain progress and update</p> <p>LGB help with introducing contacts to the school, who can benefit the school through partnerships/links</p> <p>Annual SLT 'Away Day' for strategic thinking with LGB representation</p>	<p>Development Plan reviewed at LGB meetings to ascertain progress and update</p> <p>Annual SLT 'Away Day' for strategic thinking with LGB representation</p>	Commence planning for next 3 year Development Plan at 'Away Day'



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LGB Succession Planning and Committee Representation	Develop a ‘bank’ of potential candidates who could add value to LGB in particular areas of expertise	LGB & HM	Succession programme in place so seamless transition when governors change	Investigate potential candidates for LGB to approach in order to develop ‘bank’.  Potential candidates can be personal referrals from LGB members or knowledge of local market place.  Review Committee representation and structure	Continue to build ‘bank’ of candidates  Consider staff representation on LGB	Utilise ‘bank’ for succession purposes  Review Committee representation and structure  Governance appraisal system introduced with governors being appraised every 3 years
<b>Aims</b>	<b>Action</b>	<b>Who</b>	<b>Impact</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Ensure LMS gains maximum benefit from its membership of United Learning	Representation at Trustees Board level of UL to support the school in the areas of finance, facilities and resources, HR and recruitment	LGB & HM	LMS is recognised for its many strengths  Staff develop their skill set through UL CPD courses  Pupils develop themselves through UL competitions and courses	LGB attend courses run by UL for Governors  LGB meet other governors of schools in the group for comparison  LMS enter UL pupil competitions  Pupils attend UL courses  LMS share good practice across the group	Invite AGBIS to give LGB an overview of its productivity  LMS enter UL pupil Competitions  Pupils attend UL courses  LMS share good practice across the group	LMS enter UL pupil competitions  Pupils attend UL courses  LMS share good practice across the group  LMS staff trained as Lead Practitioner’s/SLE



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