



Welcome to our governance newsletter.

Clerk to Governors Team Lead Secondment

We are delighted to announce that Ruth Pangu will take up the position of Clerk to Governors Team Lead on **Monday 30th October**. Ruth has 20 years' experience working as a School Business Manager (SBM), Clerk and Governor in local primary schools and is looking forward to 'putting her experience and skills to good use by joining the Governor Services Team'. Ruth has been part of the School Admissions Team since January 2022.



We hope that you continue to find these updates valuable. Do get in touch if there are topics you would like us to cover.

DfE and national updates

Ofsted Handbook updated (October)

Ofsted have made some minor changes and clarifications to the School Inspection Handbook (September 2023 version), including:

- providing more detail on what evidence inspectors will ask schools to provide in relation to safeguarding, to prevent unnecessary workload for schools
- clarifying that inspectors will want schools to provide details about adults living on school sites
- clarifying that inspectors will look at attendance when carrying out ungraded inspections of schools
- minor changes to take account of the new Department for Education's exclusions and suspensions guidance

[School inspection handbook - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

[Summary of changes - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

School and College Security

Guidance to help schools and colleges manage their security effectively so they can meet their obligations has been updated to add a link to the Youth Endowment Fund toolkit.

[School and college security - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

HOW TO CONTACT US



Tim Brock
Lead Officer for Governance



Helen Tate
Governor Support Officer

For **Governance** queries email:
governorservices@oxfordshire.gov.uk

Phone: 0330 0249046

For **Clerking** queries email:
Clerking.service@oxfordshire.gov.uk

School teachers' pay and conditions

Guidance to help schools and governance boards develop their approach to teachers' and school leaders' pay has been updated with the 2023 version.

[School teachers' pay and conditions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/school-teachers-pay-and-conditions)

Double Discrimination – a Barnardo's report

Barnardo's has published a report on discrimination, racism, exclusion and isolation faced by young black people within the care system, including residential settings, foster care placements, education, mental health provision and prison.

<https://www.barnardos.org.uk/news/double-discrimination-barnardos-calls-change-report-highlights-young-black-people-who-have>

National Funding Formula letter

Nick Gibb, Minister of State for Schools has written to 4 unions about the republication of the national funding formula (NFF) for 2024 to 2025. The documents have been updated to reflect this.

[National funding formula for schools and high needs - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/national-funding-formula-for-schools-and-high-needs)

Oxfordshire updates

Press release: Progress being made to improve services for children with special educational needs and disabilities

Sent on behalf of Lynda Poole (Deputy Director for Education)

Abridged here, read the full release on [Oxfordshire County Council's news webpage](#)

“Significant steps are being taken to improve the support for children and young people with special educational needs and disabilities (SEND) in Oxfordshire following Ofsted and the Care Quality Commission's local area partnership inspection of SEND services in July.

Progress is already being made in improving the timeliness of education, health and care (EHC) plans for those who need them. As of September 2023, in Oxfordshire 48 per cent of assessments were being processed within statutory timeframes compared to four per cent in January 2023.

The local area partnership members have been working, together with the county's parent carer forum (PCF) and professional subject matter leads, to develop a priority action plan detailing clear and measurable service improvements. This will be submitted to the Department for Education by Tuesday 24 October.

An Oxfordshire SEND Strategic Improvement and Assurance Board (SIAB) has been formally established made up of senior leaders from across the partnership and members of the PCF. The SIAB will drive the action required to deliver better services for SEND children, young people and their families. The board will have an independent chair and

will be supported by the new cabinet member at the county council focused on SEND improvement, Councillor Kate Gregory.

The local area partnership recognises the importance of meeting the needs of children and young people at the earliest opportunity. For those where an EHC plan is required, the county council is continuing to build extra capacity in the SEND team to keep improving the timeliness of EHC plans. It is in the process of recruiting a SEND improvement officer, with responsibility for delivering the priority action plan, and a parent liaison officer who will be a single point of contact for parents to communicate with."

Oxfordshire Governors' Association – open autumn meeting

"Inclusive Schools: how can we support reality rather than the myth?"

Saturday 11th November 2023 10:00 – 12:15

Refreshments from 09:45, free buffet lunch 12:15-12:45

Gosford Hill School, Oxford Road, Kidlington OX5 2NT

Guest Speaker, Margaret Mulholland

Margaret Mulholland is a specialist in inclusivity and Special Educational Needs

Please email judith.bennetts@outlook.com with your name and school to book your place.

[Oxfordshire Governors' Association \(oga4schoolgovernors.org.uk\)](http://OxfordshireGovernorsAssociation.org.uk)

Governor Services training programme

We have reached the end of the first half term of training for this academic year. We have trained over 350 governors and clerks on 16 courses in the past 6 weeks. It has been great to see so many of you at the sessions.

Our second half term kicks off on Monday 30th October with a busy week of training:

<u>The Complaints Process</u> Monday 30 October 19:00-20:30	Every board should have several members with a good understanding of the complaints policy to ensure that, if needed, the process is as compliant and straight forward as possible. This course looks at the statutory responsibilities and best practice around complaints, aiming to improve governor confidence and effectiveness when dealing with complaints in school.
<u>Understanding Personnel Matters</u> Wednesday 01 November 19:00-20:30	This session will provide governors with the basic principles of employment legislation and best practice in relation to school HR matters. It will consider the need to follow agreed policies and to get support when necessary. It will also provide the background information around supporting your Headteacher with personnel matters, such as managing staff performance, and it will consider the expectations of governors around employment hearings. You will have the opportunity to ask questions around managing other HR issues that may arise. <i>This course is relevant for all maintained boards although all schools are very welcome. We would recommend that the Chair and the Vice-Chair from each school attend this session although it is relevant to all maintained school governors.</i>

Governor Induction A

Saturday 04 November
09:30-11:00

This course is essential for all new governors and is also a great refresher course for those who have been involved in governance for longer. **To complete the training, Induction A and Induction B must be completed.**

Among other things, this course will look at:

- The purpose of governance
 - The board's roles and responsibilities
 - Holding the school to account
 - The organisation of the board
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Full details of our [Autumn term training programme](#) can be found here. See below for details of how to book.

The training programme for the Spring term will be published after the half term break, with bookings opening during November.

If you have any suggestions regarding training that you would like us to deliver, please do let us know by writing to governorservices@oxfordshire.gov.uk

How to book training

Training can be booked by using the Oxfordshire Governor Services link on Governor Hub and then clicking on the [Training heading](#).

For Governors without access to these pages bookings can be made:

- By email to GovernorServices@Oxfordshire.gov.uk
- By phone on 03300 249046



...for everything you do for children in Oxfordshire

Hope everyone has a nice half term break.

Our next news update will be published on Friday 10th November 2023.

With very best wishes from

The Oxfordshire Governor Services Team – Tim and Helen