



Zaheer Ahmed
Head of Learning
and School
Improvement



Helen Tate
Governor Support
Officer

Welcome to our governance news update

Hello

With half term behind us and December just around the corner, we have a few of reminders for you of things your board needs to do before the end of the autumn term.

Please do get in touch if you have any questions. We love to hear from you.



Ruth Pangu
Clerk to Governors
Team Lead

Contact us

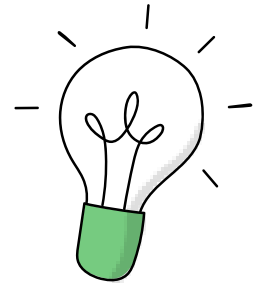
For **governance** queries
email: governorservices@oxfordshire.gov.uk
Phone: 0330 0249 046
For **clerking** queries
email: clerking.service@oxfordshire.gov.uk

National Updates

School based nurseries

A chapter summary for 'high-quality learning environments has been added to the non-statutory guidance for schools, responsible bodies and childcare providers looking to open or expand school-based nursery provision.

[Establishing school-based nursery provision - GOV.UK](#)



Free trees for schools and communities

Woodland Trust wants to make sure everybody in the UK has the chance to plant a tree. So they're giving away hundreds of thousands of trees to schools and communities.

[Free Trees for Schools and Communities - Woodland Trust](#)



Oxfordshire updates

Annual s157/175 Safeguarding report

These safeguarding reports are due to be submitted online by 29th November 2024. They must be approved at a full governing board meeting before submission.

[Education Safeguarding Advisory Team | Oxfordshire Schools](#)



Contact us

For **governance** queries
email: governorservices@oxfordshire.gov.uk
Phone: 0330 0249 046
For **clerking** queries
email: clerking.service@oxfordshire.gov.uk

Parent governors wanted for Council's Education and Young People Committee

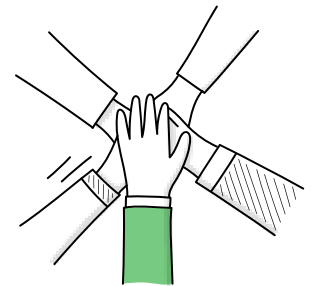
Oxfordshire County Council's Education and Young People (EYP) Overview & Scrutiny Committee is looking for two parent governors at maintained schools in Oxfordshire to sit as members of the Committee to bring their own particular insight and expertise.

If you sit on your maintained school's governing board as a parent governor and would also like the chance to make a real impact county-wide, we would love to hear from you. We would particularly welcome governors with experience of the care and SEND system.

[Find out more](#)

The deadline for applications is **22 November 2024**.

If more than two parent governors apply, an election will be held. If you would like further information, please email email scrutiny@oxfordshire.gov.uk or telephone Richard Doney, Scrutiny Officer, on 07745 210056.



Keeping governor data current

This is the annual reminder to maintained schools that your governor data on GovernorHub needs to be kept up to date.

A reminder of details which need to be maintained on GovernorHub:

- Name, email address, and contact number for all governors
- Role and term dates for each governor on the Constitution page
- Assignment of role of Chair/Vice Chair/Clerk on the Roles page
- Committee Chairs and committee membership
- Link governor roles (at minimum, safeguarding and finance)



Contact us

For **governance** queries
email: governorservices@oxfordshire.gov.uk
Phone: 0330 0249 046
For **clerking** queries
email: clerking.service@oxfordshire.gov.uk

The removal of governors' accounts from GovernorHub whose terms of office have expired is also vitally important from a confidentiality and GDPR point of view.

Please also ensure that the school's website and [Get Information About Schools](#) is also up to date. Whilst these are usually updated by the school, responsibility for the accuracy of the data remains with governors.

Headteacher pay recommendations

Pay recommendations for the headteacher of maintained schools should be confirmed by the pay committee by 31st December 2024

The model pay policy is now available on the link below.

[HR policies - P | Oxfordshire Schools](#)



Filling Governor Vacancies.

If you have governor vacancies, please register them with Governors for Schools who will help you to fill those vacancies. The main service is free of charge. We have been working closely with them to boost the number of volunteers registering so we would encourage you to take a look.

[Find out more](#)

We all know that having a full board helps with sharing the workload, and we want to support you in filling any vacancies you may have.



Contact us

For **governance** queries
email: governorservices@oxfordshire.gov.uk
Phone: 0330 0249 046
For **clerking** queries
email: clerking.service@oxfordshire.gov.uk

Governor Services Training

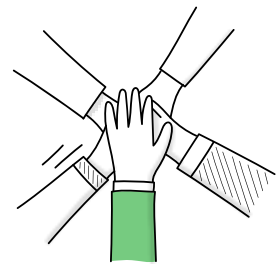
Governor Services training programmes

We are now into the second half of our autumn term Governor Services Training programme. The full training programme for Autumn Term 2024 is available to book on [GovernorHub](#).

Spring term training now open for booking

The Spring term training programme for both governors and governance professionals has been published and sessions are available to book on [GovernorHub](#) now.

More information on the training programme can be found [here](#).



Free training - Armed Forces Covenant Duty – the governing board’s role

Free sessions on [26th November and 2nd December](#) Join Matt Blyton, OCC School Improvement Consultant, to find out how Boards can fulfil their responsibilities to their service children and young people



Does this apply to our school?

- There are 2710 children from military families attending schools in Oxfordshire
- More than half (187) of Oxfordshire’s 318 schools have children from families serving in the military
- In 44 schools, children from military families make up at least 5% of the children on roll

Contact us

For **governance** queries
email: governorservices@oxfordshire.gov.uk
Phone: 0330 0249 046
For **clerking** queries
email: clerking.service@oxfordshire.gov.uk

Charging for training

Please do check whether your board has subscribed to the Governor Services training package **before booking**. Governors at schools that subscribe can register for as much training as you like at no additional cost.

For governors at schools that do not currently subscribe, there is a charge to attend, and schools will be invoiced after the event.

Please see the [Pay as You Go rates](#)

Any free briefings or events are clearly indicated.



There's still time to sign up for the training package for this academic year. If your board would like to subscribe, get in touch and we can arrange it for you.



...for everything you do for children in Oxfordshire

Our last newsletter of the term will be published on Friday 13 December 2024.

With very best wishes from

The Oxfordshire Governor Services Team – Zaheer, Helen and Ruth

Contact us

For **governance** queries

email: governorservices@oxfordshire.gov.uk

Phone: 0330 0249 046

For **clerking** queries

email: clerking.service@oxfordshire.gov.uk