

# Governor Briefing 2

04 December 2025

18:00-19:00



# Agenda

1. Welcome
2. Safeguarding update
3. New Governor Platform update
4. Data Protection SARs
5. Martyn's Law
6. Latest updates and reminders from the Team
  - The Clerking Service
  - Governor Services
7. Thank you



# Safeguarding Update

Jo Lloyd

*Service Manager: LADO and ESAT*

# 175/157- Annual safeguarding report

100% completion from maintained schools- thank you

Data analysis underway and reporting of findings will be shared in the New Year

Think about sign off for next year, final submission will again be end of November



Thank  
You!

# Contextual safeguarding

Contextual Safeguarding is an approach to understanding, and responding to, young people's experiences of significant harm beyond their families. It recognises that the different relationships that young people form in their neighbourhoods, schools and online can feature violence and abuse.

Young people grow and develop, and they are influenced by a whole range of environments and people outside of their family. For example, in school or college, in the local community, in their peer groups or online.

Children and young people may encounter risk in any of these environments.

Contextual safeguarding looks at how we can best understand these risks, engage with children and young people and help to keep them safe.

It's an approach that's often been used to apply to adolescents, though the lessons can equally be applied to younger children, especially in today's changing world.

# Home visit guidance



Home visit  
policy



Home visit  
procedures



Risk  
assessment







## Planning home visits

- Purpose - why are we visiting? What do we want to achieve? (attendance/relationship building)
- How – when to visit and who is best to do this, is more than 1 person required?
- Communication- arrange visit with family, there may be times that unannounced visit is required for welfare concerns
- What - going inside/upstairs -how do we assess a home environment?- gain child's voice
- Type of visit - door step vs home visit

# Alternative Provision

## Oversight and Accountability

- Schools remain responsible for the educational outcomes and welfare of pupils placed in AP, including those in unregistered settings.
- Regular reviews and monitoring are required with clear objectives for academic and personal attainment.
- Maintain consistent standards and accountability, regardless of the type of AP provider.



[Arranging Alternative Provision - guide for LAs and schools](#)



# **Safeguarding Responsibilities Checklist for Schools placing pupils in Alternative Provision**

**Confirm robust safeguarding policies and procedures:**

The DfE requires commissioners (schools/LAs) to ensure AP providers have appropriate safeguarding arrangements in place

**Obtain written confirmation of staff checks (DBS):**

Schools must obtain written assurance that all AP provider staff have undergone the necessary safeguarding checks.

**Share relevant child protection information securely:**

The DfE guidance emphasises the importance of sharing child protection information with AP providers before placement.

**Ensure provider awareness of specific safeguarding needs/risks:**

Schools must ensure providers are informed of any specific risks or needs relating to the pupil.

**Monitor safeguarding arrangements throughout placement:**

Ongoing monitoring is required, not just at the start of the placement. (DfE recommends half termly)

**Maintain regular contact with provider and pupil:**

Regular contact is recommended to ensure safety and wellbeing

**Conduct regular reviews and risk assessments:**

The DfE guidance calls for regular reviews and risk assessments of placements.

**Ensure clear procedures for reporting and escalation:**

Schools must have clear procedures for reporting and escalating safeguarding concerns, and act promptly.

## Holiday cover

- DSL cover arrangements for Christmas, and future holidays (and sharing with the LA)
- Cover vs getting a break



# Reminder of support from ESAT

- Education safeguarding advisory review
- DSL Training- face to face
- DSL supervision
- DSL forums – 3 times per year on-line
- DSL conference- winter and summer
- Safer recruitment training

## THE ESAT SCHOOL SAFEGUARDING ADVISORY REVIEW



The Education Safeguarding Advisory Team (ESAT) offer a review with schools to support the school to audit their practice, identify any areas of strength and areas for development. The review is a supportive process conducted by ESAT, a local specialist safeguarding team, who provide a totally independent insight.

### The review will consider and include:

- Actions from previous years 157/175 report and support developing next years
- The culture of safeguarding
- Management of Safeguarding including DSL, HT and Governors
- Safer recruitment
- Recording and reporting of child protection concerns
- Site security
- Safeguarding knowledge of staff
- Children's views of their safety

### Following the review, the school will receive:

- A review document identifying effective and ineffective areas with evidence and actions required
- A review plan, with priorities and timescale, as required.

**The overall cost for the Education Safeguarding Advisory Review  
is included in funding arrangements**

# New Governance Platform

Helen Tate

Governor Support Officer

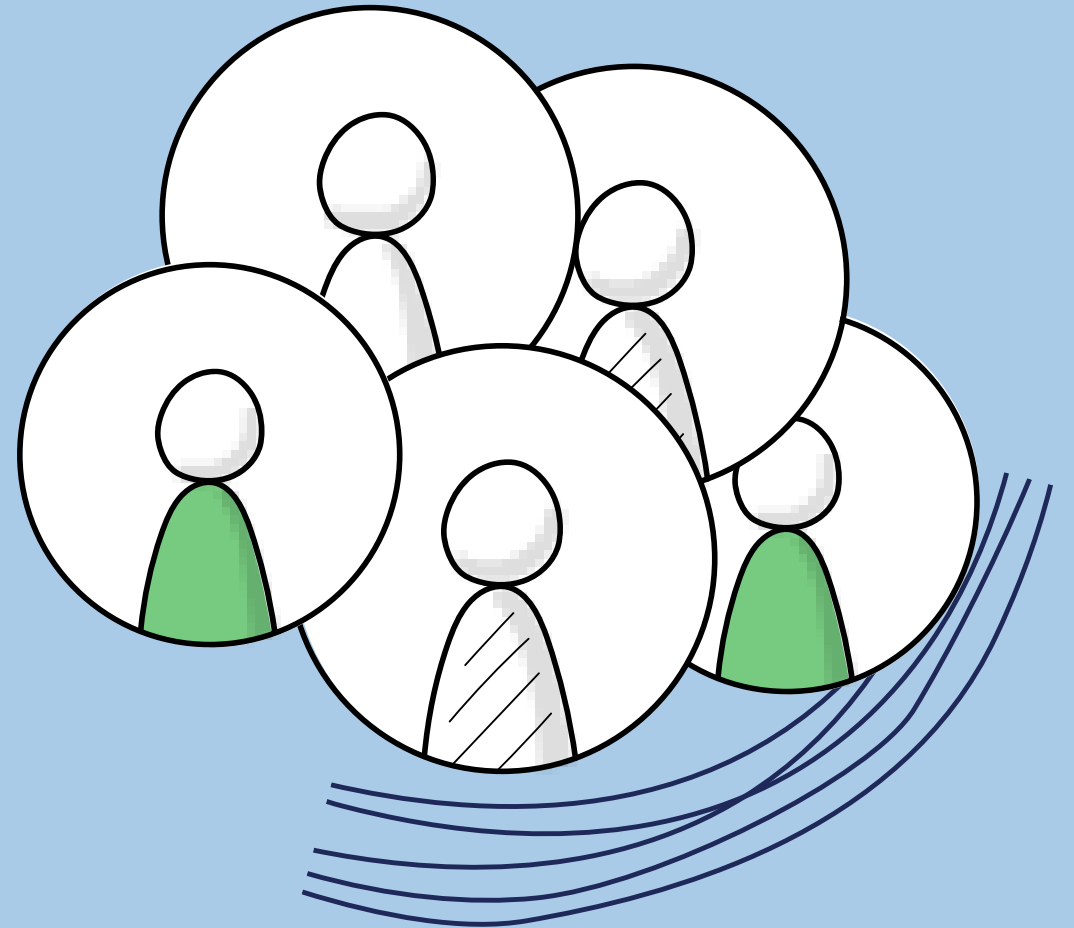
# Updates

- [Migration information | Oxfordshire Schools](#)

Includes answers to questions asked in the last briefing.

- **Pilot scheme now in progress**

4 schools with their LA clerks are now using the new governor module





# Training

We have now planned the training sessions for both governors and governance professionals (clerks).

Dates are:

**Governors:** Thursday 29<sup>th</sup> January 12.30pm

[Governors Book Here](#) Tuesday 24<sup>th</sup> February 6pm

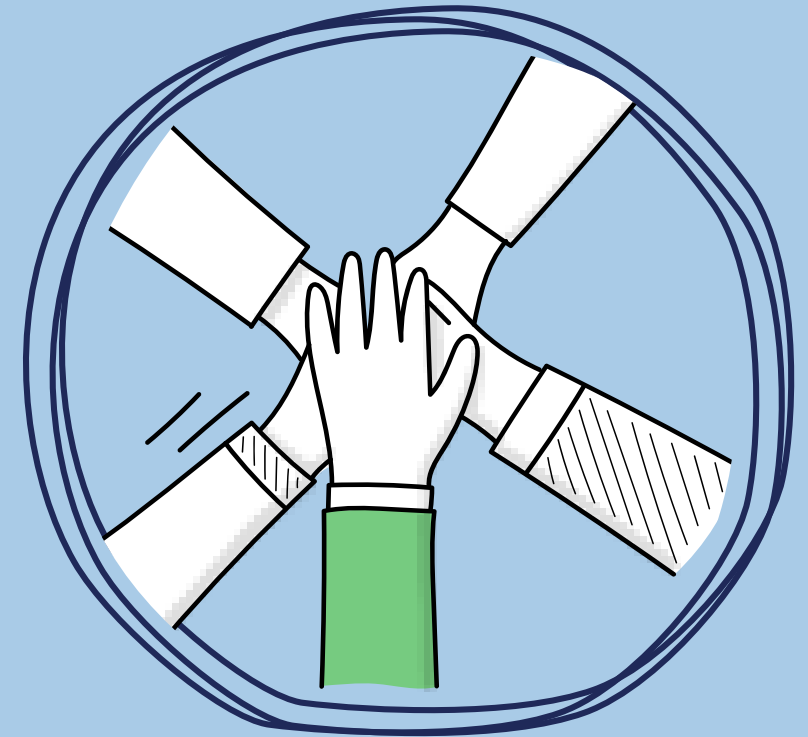
## Governance Professionals

**(clerks) :** Tuesday 20<sup>th</sup> January 12 noon

Tuesday 27<sup>th</sup> January 4pm

Training will, of course, be **free to attend** and booking will be through GovernorHub.

We will also be holding **drop in sessions** after the system goes live so that you have a forum to ask any questions and to enable us to support you.



# Data Accuracy

## (maintained schools and others planning to migrate)

### Details to keep up to date 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, SEND and finance)



### The school's website

[What maintained schools must publish online - GOV.UK](#)

[What academies, free schools and colleges must or should publish online - GOV.UK](#)

### Get Information About Schools (GIAS)

[Get Information about Schools - GOV.UK](#)



# Data Protection

Charlotte Stacey

*OCC Information Services Manager*

# Information Commissioner's Office Useful Links

[Helping you find our subject access request \(SAR\) resources | ICO](#)

[A guide to subject access | ICO](#)

[Subject access request advice | ICO](#)

[Education information | ICO](#)



# Martyn's Law

Rachel Caseby

*Governor Services Officer*



# What is Martyn's Law?

- Martyn's Law -Terrorism (Protection of Premises) Act 2025- aims to improves security and preparedness.
- Named after Martyn Hett, victim of the 2017 Manchester Arena attack.
- Focus: *proportionate* security planning for schools.
- Applies to settings where *it is reasonable to expect 200 or more people to be present*
- Any schools that meet this will be in the **Standard Tier**
- Schools not meeting this are encouraged to *adopt best practice measures*.



## Timeline and Next Steps

**24-month  
preparation period  
before enforcement  
(2027).**

**No immediate legal  
requirement—start  
reviewing plans  
now.**

**DfE and Home  
Office guidance will  
follow.**

# What Must Schools in Scope Do? Nothing yet but...

Appoint	Appoint a Responsible Person.
Notify	Notify the regulator (the Security Industry Authority) if in scope.
Implement	Implement reasonably practicable procedures (no costly changes).
Focus	Focus on evacuation, invacuation, lockdown, and communication.

# What can we do now?



### Best Practice Actions for Governors

Review	Ensure emergency plans are in place and working: lockdown, evacuation, invacuation, <i>a mix of these.</i>
Monitor	Monitor the effectiveness of any drills with staff and students. <i>What lessons were learnt?</i>
Embed	Embed a security culture. Talk about security in safeguarding and health and safety discussions.
Assess	Use DfE templates for self-assessment and planning. <i>Where are you now? Are there improvements we need before the guidance?</i>



# Where to Get Support

DfE Guidance: Protective security and preparedness for education settings - GOV.UK

Martyn's Law overview and what you need to know | ProtectUK

Security-minded communications guidance: National Protective Security Authority | NPSA

Terrorism (Protection of Premises) Act 2025: Martyn's Law myth buster

# Governor Services Update

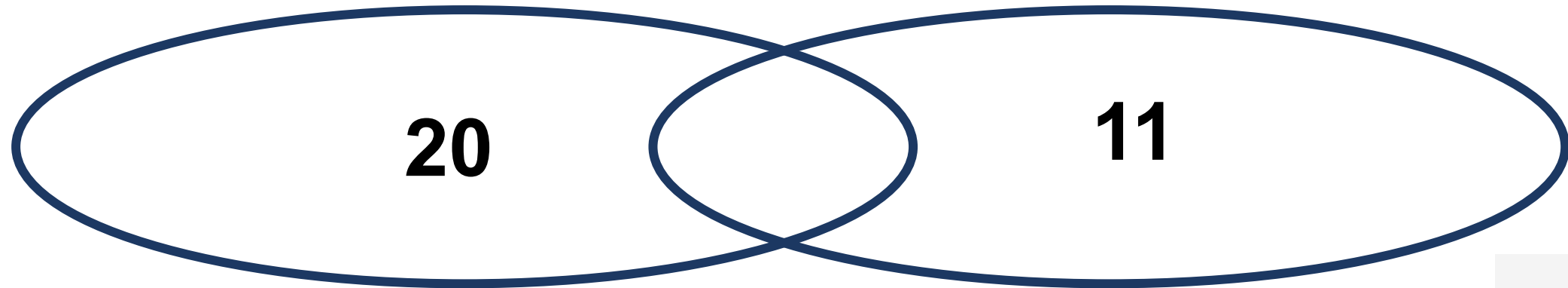
Helen Tate *Governor Support Officer*

Ruth Pangu *Clerking Team Lead*

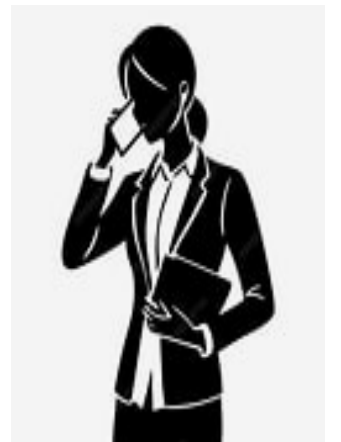
# The Clerking Service – a growing team

Existing Governance Professionals

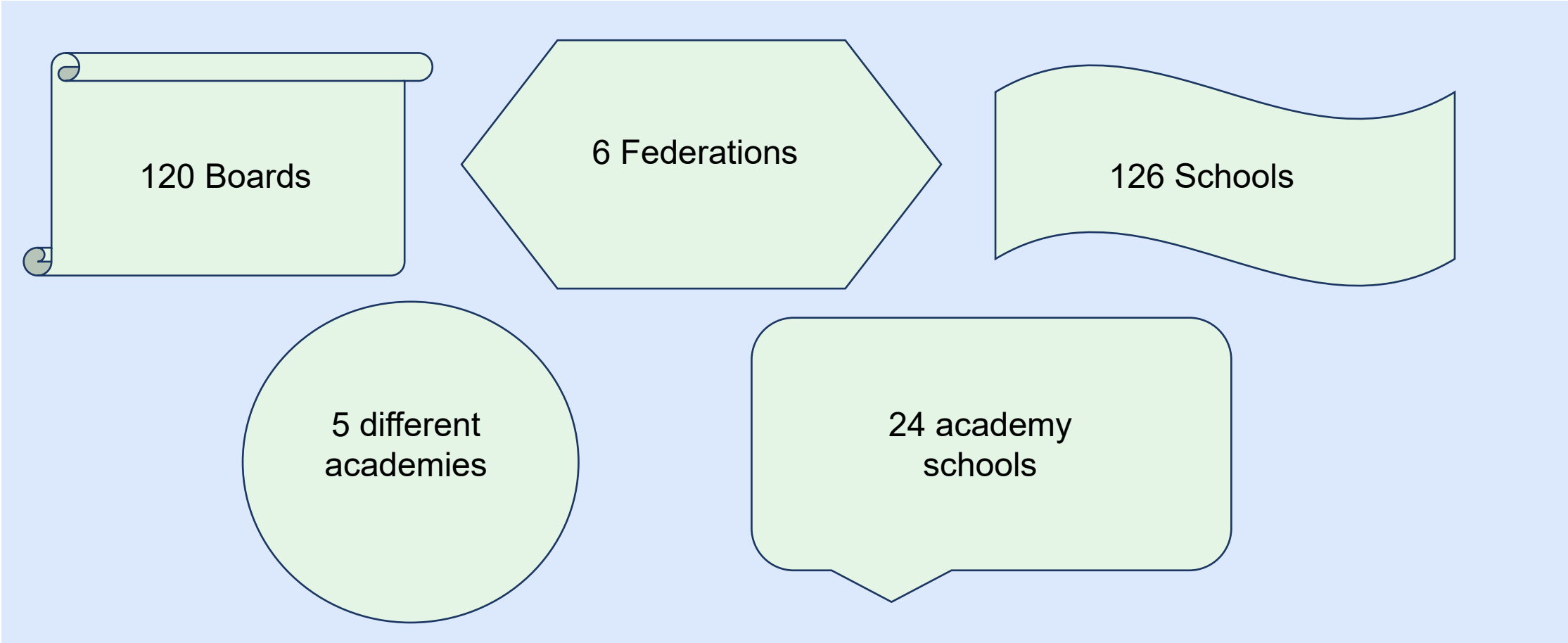
New Governance Professionals



We have been growing our team, recruiting and training 11 new governance professionals to meet demand for our service and ensure ongoing support is available to governing boards.



# Supporting Oxfordshire Governing Boards



120 Boards

6 Federations

126 Schools

5 different  
academies

24 academy  
schools

# Our Service Level Agreement (SLA)

## What does our SLA cover?

- **Clerking Service responsibilities** – to provide and manage a trained Governance Professional.
- **Governance Professional's responsibilities** – to agree meeting dates and liaise with the chair. To support with meetings, prepare agendas and minutes. To provide advice and guidance. To support with information management and board membership. To commit to safeguarding.
- **Governing Board's responsibilities** – to comply with regulatory requirements. To promptly share information and reports and liaise with the governance professional.

## What is NOT included?

- **Committee meetings**
- **Complaints panel meetings**
- **Exclusions and Suspensions**
- **Grievance and Disciplinary meetings**

However, enquiries can be made to request the support of a Governance Professional, if available, with these matters.



## Training courses and Briefings for Governance Professionals

- Induction (in 2 parts)
- Governance Professionals and Boards working together effectively
- Effective Agenda and Minutes Writing
- An Introduction to GovernorHub for Governance Professionals
- The Complaints Process for Governance Professionals
- Suspension and Exclusion for Governance Professionals
- Governance Professionals' Briefings (termly)

# Quotes from Spring Quality Assurance Exercise

A is knowledgeable in his advice and extremely accurate. We very much value having him on the team.

Our clerk is a font of wisdom and clarity. She goes above and beyond to support our board.

Our new clerk has been instrumental to our success as governors, ensuring we remain strategic in our discussions.

B makes my running of the board so much easier when I know I have a clerk I can rely on to be efficient and knowledgeable.

Our clerk is an essential part of the operation of the board of governors and we rely on her expertise and professionalism.

# Inspection Data Summary Report



**Updated** to be in line with the revised Ofsted framework and available now



Used by HMI before an Ofsted inspection to inform conversations



Covers the school context, attainment and progress, as well as information about staffing, attendance and behaviour



Now uses **multi-year averages** to smooth fluctuations in achievement, particularly in small schools



Useful for governors to support questioning, support and challenge. *Who on your board sees this?*



DfE log-in required

## Appraisal Reminder for 2025-2026 Cycle



- Maintained schools
- Have you completed or booked your Headteacher's appraisal meeting for before the end of term?
- Has the governor sub-group made a recommendation to the Pay committee?



# Other updates and reminders:

- SEND Monitoring Inspection outcomes are available:  
[Inspectors find effective progress in Oxfordshire's SEND services](#)
- Governance Guides updated so it is easier to search and print.

NB No changes to content since June 2025

- [Maintained schools: governance guide - GOV.UK](#)
- [Academy trusts: governance guide - GOV.UK](#)
- Curriculum Review
  - No immediate action required.
  - Guidance due spring 2027.
- Schools Financial Values Standard (SFVS)- *deadline usually mid February. We are awaiting confirmation of date.*
- [Schools Financial Value Standard \(SFVS\) | Oxfordshire Schools](#)
- [Schools financial value standard SFVS checklist 2024-25.odt](#) (Last year's form for reference)

# We need you!

Are you an experienced governor?

Do you have time to support another board with your skills?

We are looking for experienced governors who we can put in touch with schools looking to grow and develop their boards.

If this is of interest, please share your details with us:

[Governor Services Register of Interest](#)



Pointing your phone camera at the QR code will let you open the link directly.

# Finally...

Thank you to you all.

