



Governor Action Plan 2025 - 2026



AIM 1: Ensuring clarity of vision, ethos and strategic direction		
Objectives	Action	Success Criteria
<p>Being aware of and supporting around the school vision, ethos and strategic direction.</p>	<p>Read and review all supporting documentation relating to this objective.</p> <p>Support the school by embedding and developing its vision through periodic review of that vision to ensure it remains relevant to the life of the school.</p> <p>Approve the SIP, conduct interim reviews and an evaluation at year end</p>	<p>Conduct annual surveys and feedback sessions with staff and students to assess their understanding and alignment with the school's vision and ethos.</p> <p>Tracking the frequency and outcomes of policy reviews and ensure that any updates or changes are communicated effectively to all stakeholders.</p> <p>Review the approval of the SIP and consequently review the output of the plan.</p>
<p>Self-accessing the Governing Body for skills and training requirements.</p>	<p>Assure that the school has a full GB org structure.</p> <p>Assure GB members accountable for their roles and responsibilities.</p> <p>Review the roles of the FGB to ensure that they are compliant with relevant training requirements.</p>	<p>Ensure all vacancies within the FGB are filled within the catholic community.</p> <p>Ensure all Governors have read the current Governors Handbook and any updates.</p> <p>Conduct an annual skills audit to identify any training needs and track all relevant training(s) expected to be attended by the Governors.</p>

	Attend relevant meetings regularly and read all recommended literature, minutes or other documents in advance.	Tracking the attendance of the FGB members at the relevant meetings.
Accountability to the school in regard to policies and statutory requirements.	<p>Conduct regular visits and document them in the visitor's log.</p> <p>Assure and review all policies are relevant and fit for purpose.</p> <p>Assure communication of statutory documents is available and visible to all relevant parties.</p>	<p>Maintain a visitors log and track the frequency/outcomes of the visits by Governors.</p> <p>Track the review(s) and ratification(s) of policies including the views/feedback from the FGB.</p> <p>Monitor the availability and visibility of the statutory documents and track any issues raised breaches against these.</p>
Assuring the safety and wellbeing of all within the school environment.	<p>Any child who has been identified as having potential safeguarding risks has relevant plans identified or/and implemented.</p> <p>All staff are trained, and volunteer(s)/visitor(s) are briefed to spot potential safeguarding risks.</p> <p>Assure the visibility and availability of the Safeguarding Leads for the School.</p> <p>Assure availability and accessibility to the school safeguarding/complaint policies.</p>	<p>All safeguarding issues have been documented and evident of the action(s) undertaken/to be taken.</p> <p>Maintain training records for all staff and Safeguarding Procedures are readily available for any volunteer(s)/visitor(s) within the school.</p> <p>Ensuring the information is readily visible and available within the school premises and online platforms.</p> <p>Ensure safeguarding/complaint policies are readily available and accessible at an appropriate location.</p>

AIM 2: Hold the Headteacher to account for the educational performance of the school and its pupils

Objectives	Action	Success Criteria
<p>Monitor and implement the school curriculum as per educational standards.</p>	<p>Assure the head teacher has reviewed the curriculum materials and lesson plans.</p> <p>Conduct periodic meetings with the head teacher to discuss curriculum revisions and delivery.</p>	<p>Evidence of the review conducted, and any findings shared with Head Teachers Performance Management panel members.</p> <p>Confirmation of curriculum meetings being held and concerns being actioned.</p>
<p>Ensure academic excellence is maintained.</p>	<p>Reviewing of data, which is shared by the school.</p> <p>Conduct regular evaluation of teaching practices.</p> <p>Compare performance against local and national benchmarks.</p>	<p>Pupils' performance is consistently maintained or improved.</p> <p>Evidence of the evaluation output and any consequent improvement actions documented.</p> <p>Maintained or exceeded performance at local and national benchmarks.</p>
<p>Engage with Parents within the School Community.</p>	<p>Organise regular parents' teacher meetings.</p> <p>Monitor channels for ongoing communication with school and parents/guardian.</p> <p>Ensure that parents are consulted in advance of any changes implemented, which have financial implications for them.</p>	<p>At least 80% of the average parent's attendance across the academic year.</p> <p>A minimum of three channels are available for parents to access information.</p> <p>Any decisions made that could lead to direct implication(s) on parent/pupil must be consulted with parents in advance.</p>

<p>Monitor the Foster a positive learning environment.</p>	<p>Conduct regular school/classroom visits for observations and feedback.</p> <p>Assurance of any safeguarding concerns are addressed in a timely manner.</p> <p>Promote relevant, inclusive and supportive school policies.</p>	<p>All school visits made by the governor are logged in the repository detailing any observations or feedback.</p> <p>Evidence of availability of the Safeguarding Lead(s) within the school and any concerns being documented.</p> <p>All mandatory policies are readily available and relevant.</p>
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AIM 3: Oversee the financial performance of the school and ensure that its money is well spent

Objective	Action	Success Criteria
<p>Ensure transparency in financial reporting</p>	<p>Publish financial reports.</p> <p>Assure that relevant stakeholders are educated on budget planning and any potential financial implications.</p>	<p>Term reports published and distributed to relevant stakeholders.</p> <p>Availability and accessibility to financial resource aids.</p>
<p>Optimize budget allocation</p>	<p>Assure the school conducts annual budget reviews with Subject Leads and an external financial advisor.</p> <p>Monitor termly budget tracking and variance analysis.</p>	<p>Ensure annual budgets reviews are completed by the end of the fiscal year with documented evidence provided throughout the school year.</p> <p>Availability of termly budget(s).</p>
<p>Monitor expenditure against budget</p>	<p>Assuring the “Finance and Premises” committee has the financial capabilities to deliver the objective.</p> <p>Every expense, whether new or recurring, must be justified and aligned to the school’s and/or pupil’s development.</p>	<p>Expenditure review committee meetings held termly, with minutes recorded.</p> <p>Ensure expense budgets are visible, accessible and opportunities available to review/challenge where necessary.</p>

Identify cost-saving opportunities	Review and the renegotiation of supplier/service contracts where possible. Review utilities-saving initiatives	Specific cost-saving opportunities are identified and quantified with clear targets set for savings. Annual savings documented in financial reports.
Ensure compliance with financial regulations	Assure regular audits/ compliance checks are conducted.	Financial audit reports showing no significant compliance issues and/or corrective actions implemented.
Date	Version	Comments
04/12/2024	12/2024.1	An initial draft with AIM 1 reviewed and amended.
29/01/2025	01/2025.1	AIM 1 completed and available for distribution.
12/02/2025	02/2025.2	AIM 2 completed and available for distribution.
12/03/2025	03/2025.3	AIM 3 completed and available for distribution.

Reviewed date June 2027 FGB (date tbc)

Approved by Chair of Governors