



**St. Ethelbert's RCP**  
**Governing Board**  
**Improving Governance Action Plan**  
**January 2021- December 2021**

Due to the extended lockdown from March - July 2020, followed by the Covid restrictions in place from September 2020, many of the actions from the previous Action Plan had not been able to be completed. Therefore, it was agreed at the annual review meeting, held on 25<sup>th</sup> January 2021, to formulate a much slimmed down version for 2021, with just a few key actions. Realistically, governors would be able to achieve these actions, whilst still adhering to Covid protocols.

Action	Key Governors	Timeline	Intended Outcomes	Evidence	Evaluation
1. To update the Governors' Skills Matrix	Karen Baxendale	To be tabled at the Spring term FGB meeting – 9 <sup>th</sup> February 2021	Governors to update the Skills Matrix to ensure that the Governing Board has a good range of skills and attributes across its different committees	Skills Matrix Minutes of meetings	Matrix updated. New governors have been allocated responsibilities which reflect their current skills.
2. To continue the governor monitoring role via Zoom. The following activities will take place:  i) Pupil interviews with a focus on attitudes to remote learning  ii) Interviews with the Curriculum , English & Maths leads  iii) Interviews with leaders of other curriculum areas	All governors	  i) Spring 2   ii) Spring 2 / Summer 1   iii) Summer 2 / Autumn 1 & 2	  Governors will have an accurate view of engagement with remote learning and the positives and negatives of this provision; further actions will then be taken to further improve the school's offer   Governors will be well informed about the current position in different subjects – they will be able to make strategic decisions, for example, resourcing, as well as hold leaders to account	Minutes	  Pupil interviews carried out in April 2021. Report produced based on findings.  Due to Covid restrictions and to ensure that the work/life balance of staff was appropriate during such challenging times, interviews with subject leaders did not go ahead as planned.
3. To gather the views of	All governors	Summer 1	Governors will have engaged meaningfully	Surveys	Online survey to parents carried out.

parents and carers about remote learning / in-school provision through the implementation of a parental survey			with parents. They will have an accurate view of parents' experience of remote learning and will be able to address issues and make improvements	Data analysis	Findings collated and analysed. Any parental issues replied to via the report. Additional Zoom lessons added as a result of the consultation.
4. To continue to develop knowledge, skills and attributes through attendance at appropriate training (both Diocesan and LA) to be held virtually	All governors  Wendy Kirkham (Link Governor)	January 2021- December 2021	Governor skills will continue to develop, resulting in further challenge at meetings and greater autonomy in governor activity	Training record  Minutes	Whole governing board attended Educarem online training in the Summer term.
5. To improve and further develop induction processes for new governors	Mandy Messham	From January 2021	Induction Policy & checklist in place and implemented  New governors will be provided with appropriate information to carry out their role	Induction policy Induction Checklist Minutes	New policy and checklist in place from January 2021. Used successfully for the induction of Mrs Pendlebury and Mrs Taylor.