

**MEETING OF GOVERNORS  
HELD AT HAYWOOD ACADEMY 4th July 2018**

**The purpose of the meeting was to hear a presentation on Developing and Monitoring School Priorities given by Deb Poole, Vice Principal and Dilesh Parmar, Principal.**

**Present:** Dawn Clewes (Chair of Governors), Geoff Doyle, Chris Else, Tom Martindale and Kath Smith.

**Apologies:** Jane Ashworth

Before Deb commenced the presentation, she explained the acronyms she would be using:

SEF (School Self Evaluation Form), SDP (School Development Plan), DDP (Department Development Plan), CPD (Continued Professional Development).

The SEF is a very important document and is viewed by OFSTED prior to an inspection, and it is used by the school to evaluate and develop plans at every level.

Deb posed a question that she thought Governors may wish to ask. ‘How can we be sure that the Academy is focusing resources in the right place at the right time?’

Information is obtained from every level (individual, department, faculty, school) and this is then collated by Dilesh and Deb and used to produce the SEF.

At the beginning of a new academic year, Dilesh shares the priorities and SDP with everyone (all staff and Governors). Both school and departmental SEF’s and DDP’s are reviewed every term through RAG rating.

In 2018/19 academic year, CPD/meeting cycle will support effective evaluation of the SEF and DDP’s are built into the programme.

Deb went on to explain in detail the examples she had distributed to everyone and to introduce us to ‘Perspective’ which is a performance management tool which she uses to put together information received from staff.

Following a question concerning the Governors role in contributing to the Development Plan, Dilesh replied that he would be happy to meet with us to discuss this.

Deb commented that she was willing, if it was felt necessary, to update Governors regarding the Development Plan at the end of every Governing Body Meeting.

Governors will complete their own SEF and feed back to Deb for her to compare with the school document.

Dawn asked how best we can support the school and Dilesh responded by asking Governors to trust that the Academy is spending our finances in the right way, understand the process and challenge him and the Senior Leadership Team with questions throughout the year and at Governors Meetings.

Dilesh is open to all suggestions and is happy to speak with Governors at any time.

Governors found the excellent presentation very interesting and informative and were extremely impressed with Deb and Dilesh. Their extensive knowledge was very evident in the way that they answered the questions which arose.

Dawn closed the meeting by thanking Deb and Dilesh for all their hard work in preparing the SEF and other documents, and for their continued constant commitment to Haywood. Our school is in very safe hands.

KAS - (05.07.18)