

GOVERNOR HEADLINES

Welcome to issue #11 of Governor Headlines.

This month's newsletter contains a guide to Children Missing in Education referrals, some useful information on attendance data and a reminder that, if you have not already done so, we would be very grateful if you could complete our survey and provide your opinion on our communication methods.

As always, if you have any thoughts or suggestions regarding Governor Headlines please contact governorheadlines@suffolk.gov.uk.

What's new this month - March 2018

The Knowledge

Please find the latest edition of The Knowledge for March 2018 [here](#).



UKYP Election Week - this week!

It is [Suffolk's UK Youth Parliament Election Week](#) - Monday 5th until the 9th March.

Please support candidates of the UKYP election in Suffolk by encouraging students at your schools and academies to get involved and vote.



Who will you vote for? f @SuffolkUKYP

A vote for 11-18 year old's in Suffolk to choose their representative

'Election Week'

5th - 9th March

Updates and online voting at:
www.thesource.me.uk/election

Is your school or academy involved? This is an excellent opportunity to support a [citizenship programme](#) (for 11-18 year olds) as outlined by the National Curriculum in England, by getting involved in a democratic process relevant to young people. Read about the candidates and link to voting on www.thesource.me.uk/election. Looking for resources? Visit www.parliament.uk

For further information please contact Maddie Pawlowicz at Maddie.pawlowicz@suffolk.gov.uk

Opportunity for Comment

Have Your Say on Our Communication Methods

Governor Headlines has now been running for almost a year and during this time all issues of The Knowledge have been embedded within it.

Both ourselves, in the Local Authority Leadership and Governance Team, and Schools' Choice are keen to know your thoughts on this method of communication. We realise that

you all put a lot of time and effort into governance and would like to make our communication with you as effective as possible.

As a reminder, following our email sent out last month, if you would like to help us with this we'd be very grateful if you could complete the survey found at this [link](#).

All answers are anonymous and the survey should take no more than 5 minutes to complete.

Many thanks to everyone who has so far given us their feedback.

Children Missing in Education Referrals

We are receiving an increasing number of Children Missing in Education (CME) referrals where attendance procedures have not been fully completed before the referral has been made. This [guide](#) should help you to determine whether a CME referral is appropriate.

If you have any queries or would like further information please contact Gary Rose-Thompson (Lead Attendance Officer) at Gary.rose-thompson@suffolk.gov.uk.

Attendance Data

Half-termly data returns are vital to help identify areas of focus when devising individual attendance plans to help support schools raise their attendance and subsequently raise average attendance across Suffolk. For your information please find below the average attendance data sheets for the Autumn Term for Suffolk Schools based on information gathered from school data returns.

[Autumn Full Term 2017-18 Suffolk](#)

[Autumn Full Term 2017-18 Primary](#)

[Autumn Full Term 2017-18 Secondary](#)

[Autumn Full Term 2017-18 PRU](#)

[Autumn Full Term 2017-18 Special Schools](#)

Local Authority “High Level Action Process” - A Summary for Governors

Local Authorities have a statutory role in ensuring that all pupils receive a good standard of education.

In Suffolk, LA maintained schools are supported and challenged to ensure they provide a good education for all pupils through regular visits from a LA Standards and Excellence Officer (SEO).

Sometimes these visits evidence that there are areas of concern where things are not going as well as they should be and the school is not providing the good standard of education to which pupils are entitled.

If this happens, the Standards and Excellence Officer will make their concerns clear to the Headteacher and will record the evidence and their evaluation of it, in the rolling record of their visit.

Senior officers in the Local Authority are alerted and if appropriate the high level action process is triggered in line with the Suffolk School Improvement Strategy.

The purpose of the high level action is to add additional support and challenge for school leaders including governors in bringing about the improvements needed.

To continue reading about this process please click [here](#).

Attending SEO Meetings and Rolling Records

We would like to remind Chairs of Governors that they are welcome and encouraged to attend meetings at the school with their Headteacher and Standards and Excellence Officer (SEO). Details of these meetings are logged on a "rolling record" on the Perspective Lite website and your Headteacher will be able to provide access to this. We would encourage governors to be aware of the rolling record in holding school leaders to account.

Govern Suffolk Schools
Recruitment Campaign

Help someone else put their skills into a Suffolk school by sharing the information below or by directing them to: www.suffolk.gov.uk/governsuffolk.

A governor can make a really important contribution to a child's life, whilst developing personal and professional skills at the same time. Being passionate about improving outcomes and opportunities for children and young people is essential.

You can really make a difference.



Emma Oddie is a School Governor from Sudbury and said:

“I became a governor because I wanted to give something back to my community. I am able to use my strategic thinking and previous experience working in education and business to make a difference to my local school which is really rewarding.”

Watch Emma’s story and see how other people across Suffolk are putting their skills into schools [here](#).

If you, or someone you know, would like to learn more about the role and how to apply, please visit www.suffolk.gov.uk/governsuffolk .

Alternatively, you can Call: 01473 263972 or Email: governance@suffolk.gov.uk.
