

# GOVERNOR

# HEADLINES

Welcome to issue #13 of Governor Headlines. This month's edition features some further information about our new Governor to Governor Support website, some advice on the General Data Protection Regulation (GDPR) compliance, a reminder regarding Headteacher salary and tips on how governing bodies can make the most of their associate members.

As always, if you have any thoughts or suggestions regarding Governor Headlines please contact [governorheadlines@suffolk.gov.uk](mailto:governorheadlines@suffolk.gov.uk) .

## What's New This Month – April 2018

### The Knowledge

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



Please note that The Knowledge is a half-termly document and therefore not included in every monthly issue of Governor Headlines.

## General Data Protection Regulation (GDPR)

### How Should Governors Be Storing Data Under the New Regulations?

*'As a board, you have a responsibility for appropriate handling of personal information about your Governors and any other personal data that you receive. Data needs to be processed and stored correctly – including back-up copies. As not all of the documentation you create as a Governing or Trust Board can be shared publicly, you should know exactly who can view the material, and have processes in place to ensure that only those approved can see such documentation.'*

The above advice has been compiled by the Schools' Choice team. For further information please click [here](#).

## Website



As a reminder, our Governor to Governor Support website is now live at <http://www.stssp.co.uk/governors/home> and has been developed to give you, as governors, the opportunity to share best practice with one another without the need for the Local Authority to facilitate.

Two main features of the website are Governor Case Studies and the Governor forum:

#### Case Studies:

The Case Studies feature of the website gives governing bodies the chance to share examples of best practice with other governors in Suffolk. There are a number of case studies available at the moment, offering advice ranging from ['Recruiting and Retaining Good Governance'](#) to ['Conducting a Parent Survey on Sports Day'](#).

Each case study also includes a means of contacting the Chair of Governors at the school from which the case study was submitted to allow you to pose questions and discuss the subject further should you like to.

Sharing what has worked is really important to developing practice across schools and we are aiming to build on the number of case studies available on the website over the coming months. If your governing body has been faced with a challenge that you have successfully overcome, or over a period of time your school has been strengthened by strong leadership and governance, we would like to hear from you.

To speak to us about a potential case study please contact [governance@suffolk.gov.uk](mailto:governance@suffolk.gov.uk) . We will triangulate your case study with evidence from a range of sources, such as minutes, policies and data measures, so that you can be confident that your example and the examples on the website are evidence-based.

### **Governor Forum:**

The Governor Forum has been set up to allow you to post questions and discuss governor practice with other Suffolk governors.

Forum use is completely free but can only be accessed by registered governors. To register please click on the Forum tab on the website and follow the prompts. You will then receive an email to say that your registration has been approved.

### **Twitter**

We now have a live twitter feed follow us at [www.twitter.com/govsuffolk](http://www.twitter.com/govsuffolk)



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## **Do You Know Your School Grouping/Headteacher Salary Group?**

As you will be aware, your Headteacher's salary is based on the number of pupils you have registered at the school. It is the responsibility of the Governing Body to ensure that your Headteacher is paid within the correct School/Salary group.

Unless there are extraordinary circumstances, your Headteacher's salary should not exceed the specific school range.

If you are wanting to increase your Headteacher's salary above the schools' current grouping, a business case should be put forward through your HR Case Worker.

Information on how to work out your School and Headteacher salary grouping can be found in the ['School teachers' pay and conditions document 2017'](#) .

If you have any queries relating to your school grouping or Headteacher salary, please contact Emma Eynon in the School Leadership and Governance Team by emailing [emma.eynon@suffolk.gov.uk](mailto:emma.eynon@suffolk.gov.uk) .

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## Associate Members – Maintained Schools

As you will be aware, Local Authority maintained schools can appoint associate members onto the governing body to serve on one or more committee, as well as attend full governing body meetings as appropriate.

These individuals are not governors and therefore do not have a vote in governing body decisions, however they can be given a vote on any decisions made by the committee on which they sit.

If you currently have a skills gap on your governing body, perhaps because of a recent resignation, which is hindering your completion of a certain piece of work, you may like to consider appointing an associate member for a set number of weeks purely to assist with this specific task.

Perhaps you know of a parent with finance skills whose expertise you could harness over a two-week period, or perhaps there is a large organisation near to you that could be approached to advertise an associate position to their staff.

There is always the possibility that, upon completing their set term, an associate member might consider being formally appointed as a governor.

If you would like more information on the role of an associate member, or governing body constitution, please see the statutory guidance on [Constitution of Governing Bodies of Maintained Schools](#).

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## Art in Education Conference

Has there ever been a more important time for our schools and all our children to be engaged in the Arts? The benefits to all students across the whole curriculum and indeed as they progress through their learning and into adult life are immense, gaining important key skills, confidence and resilience that will serve them well throughout their further learning and working life.

On **Tuesday 12 June 2018 – 5:00pm – 7:15pm** at **Suffolk One, Ipswich** Rt. Hon. Lord Chris Smith of Finsbury will be the keynote speaker at a conference exploring:

- Evidence of the impact on the arts in education, both from the UK and the US
- The constraints faced by the arts in recent years

- A range of examples of impact and success
- A discussion of the Creative Partnership Programme

This will be followed with an input by Festival Bridge which will include elements from its newly updated Cultural Governor training, development tools, Artsmark and Arts Awards and will also highlight examples of good practice.

A further contribution from the Active Learning Trust and Suffolk schools will highlight how they are managing and developing this work in a creative way.

Finally, there will be a question and answer session involving all the speakers and delegates.

Networking and teas/coffees will be available from **4:30pm**.

We anticipate high demand for this topical and interesting event and consequently the conference to be oversubscribed so please **apply as early as possible and by 25 May 2018 at the latest**, stating your name, email address and the name of the school/academy at which you are a governor to [swiss382@gmail.com](mailto:swiss382@gmail.com)

Joining details will be sent to you after 25 May 2018. If you need any further information this is also available from the above email address.

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