

Building the team

Checklist 1

1. Have all new governors been properly inducted? Have they been given mentors?
2. How recently have you audited the skills of your governing body and identified any skills gaps?
3. Have you carried out a recent review of your effectiveness, evaluating your performance against the Competency Framework or against the '20 questions for a governing body to ask itself' published by the All-party parliamentary group on education governance and leadership?
4. Have you considered a 360° diagnostic review by your colleagues?
5. Which of your governors has accountancy or financial management experience? Do you need to recruit someone?
6. Have you considered targeted recruitment and using Governors for Schools, Academy Ambassadors or Inspiring Governance to find particular skill sets?
7. Is there a training link governor and have all governors attended recent, appropriate training?
8. Has the governing body allocated funds from the school budget for governor development? How are these funds being used?
9. Are you using a code of conduct to enable you to have prompt conversations with any governor who is missing meetings, breaking confidences or behaving inappropriately?

10. Do you have exit interviews with governors who leave?

11. What plans are there for developing other members of the team? How are you planning for your successor?

12. How familiar are governors with sources of support that are available?

13. Do you have annual meetings with individual governors to look at how they are contributing to the role and identify training needs?

14. Does your vice- chair (or co vice- chairs) have a clear role?

15. How do you communicate with fellow governors, particularly new members?