

# Broom Cottages Primary & Nursery School



## Governor Training Policy

Date Adopted by Governing Body	November 2025
Review Period	Every 3 years
Review Date	November 2028

## **Governors' Core Functions**

- that the vision, ethos and strategic direction of the school are clearly defined
- that the headteacher performs their responsibilities for the educational performance of the school
- the sound, proper and effective use of the school's financial resources

We recognise that in order to ensure the Governing Body can fulfil its core functions. Governors must understand their collective and individual roles and responsibilities and be sufficiently skilled to carry them out. It is also essential Governors have regard for their own professional development on an ongoing basis, linked to the outcome of the skills audit and any emerging needs. The purpose of this policy is to provide a structured approach to this development.

### **The Governing Body will:**

- Appoint a Training Link Governor;
- Have training as a standard item on the agenda for FGB meetings;
- Ensure the funding provided for Governor training is fully utilised;
- Consider provision of a full Governing Body training session annually;
- Attend, where appropriate, school-based training (INSET);
- Consider attendance at local/national events (e.g. Chairs' Briefings, conferences).

### **Individual Governors will:**

- Take responsibility for their own development;
- Attend the LA Induction or other Induction training for new Governors within one year of commencing their term of office;
- Attend courses relevant to Committees they join, within one year of joining;
- Attend courses relevant to specific monitoring link roles they hold, within one year of taking on the role;
- Attend at least one training session (including school-based) per year;
- Report to the Governing Body on the courses that they have attended, highlighting any actions required and impact;
- Consider undertaking national training courses related to their role (e.g. DfE/NGA Leadership programmes, Safer Recruitment)
- Attend whole Governing Body training sessions.

### **Training Link Governor will:**

- Actively promote Governor training;
- Report on relevant training during Governors' meetings;
- Keep records of Governors' attendance at training events;
- Ensure that new Governors are issued with an induction pack and that school-based induction is carried out;
- Regularly undertake, collate and analyse a skills audit to identify individual and full Governing Body training needs;
- Assist, where necessary, in the preparation of individual training plans;
- Annually review training costs and uptake training to ensure value for money from any services purchased.