

## **Headteacher Performance Management Support for Peterborough Diocese Schools**

As part of the statutory legislation for performance managing headteachers, there is a requirement to seek expertise, guidance and support from an external advisor. It is recommended that appropriate external advisors are experienced leaders who have a depth of knowledge and experience in the education sector. Possible candidates include those who have worked / are working as School Improvement Advisors, Ofsted Inspectors, Consultants or Senior Local Authority personnel.

A challenge for school governors is often accessing external advisors who have the level of experience required, especially at Lead Ofsted Inspector level. Some governors encourage their headteacher to find a suitable candidate who is known to them personally and may be the School's Improvement Partner, which can lead to possible conflicts of interest, or they may sometimes appoint an advisor who is not suitably qualified. The Diocesan Board of Education believes it is important that the external advisor can provide an appropriate degree of challenge and support, within the context of a supportive professional development process, and that the external advisor should not be someone who undertakes ongoing work for the school as a School Improvement Partner.

With this in mind, the Diocese has made arrangements with suitable external advisors, who are all Ofsted Lead Inspectors, to support governing bodies with headteacher performance management, using the following framework, and to ensure it is a high quality process supporting excellent school leadership and governance.

### **Pre-Meet: Up to 2.5 hours preparation**

School to send end of year data, school improvement plan, external reports and any other evidence agreed at previous performance management meeting to the external advisor, for them to review, reflect upon and draft preparatory notes ready for the meeting. This would include both progress towards the previous targets set and possible targets for the school for the forthcoming year, based upon the information shared. One of these targets should relate to an aspect of the SIAMS schedule, and should take account of advice from the attached Diocesan Schools Consultant (for Gold SLA schools) or from the Assistant Diocesan Director of Education (for all other schools).

### **Meeting 1: Up to 1.5 hours headteacher discussion**

This provides the external advisor with the opportunity to discuss with the headteacher, in detail, the evidence base shared by the school and reflect upon any further information provided by the school. In addition, it provides time to draft some ideas for the next set of targets, based upon outcomes from the previous year.

### **Meeting 2: Up to 1 hour governor discussion**

Similar meeting to meeting 1, but giving the governors the opportunity to ask questions to support their knowledge and understanding of the headteacher's leadership and management, in the context of a high quality, open and honest dialogue.

### **Meeting 3: Up to 0.5 hours governor and headteacher dialogue**

If there are no contentious issues this meeting should flow quickly, as previous dialogue with both headteacher and governors has already made the outcome clear and given a clear idea of next targets.

### **Post-Meet: Up to 0.5 hours for write up**

Time to capture the main points from the meeting and share for final agreement.

### **Cost to Peterborough Diocese Schools**

£459

### **Diocesan training to support external advisors**

To ensure that the performance management process best reflects the needs of the pupils at the Church of England schools, there is an expectation that one of the targets set by the external advisor would reflect the new SIAMS schedule. As such, all Diocese approved external advisors are required to attend a meeting to support their understanding of the new schedule and to ensure they are able to articulate an appropriate target, with success criteria and milestones that would support the school's development in this key area. This is further enhanced by dialogue between DSCs and appointed external advisors of those schools who have a Gold level SLA, and through dialogue with the Assistant Diocesan Director of Education, who leads on SIAMS across the Diocese.

### **Additional Support**

As part of the offer to Diocese schools, we also support governors in completing termly review meetings over the course of the year. This would include a 2 hour review meeting in January, a 2 hour review meeting in April and a 2 hour review meeting in July. These meetings would be driven by scrutiny of the evidence base and conversations around next steps for the school; the cost of this service being a further £459.