

Skills Audit – Bournmoor Primary School’s Governing Body 2017 – 2018



Level of experience/skill: **1 = none** to **5 = extensive**

A ‘**D**’ denotes a skill that is **desirable** to have in the governing board & an ‘**E**’ denotes a skill that is **essential** within the governing board.

	Desirable or Essential?	OVERALL	Governor 1	Governor 2	Governor 3	Governor 4	Governor 5	Governor 6	Governor 7	Governor 8	Governor 9	Governor 10	Governor 11
Commitment to improving education for all pupils	E	5	5	5	3	5	5	5	5	5	5	5	5
Ability to work in a team and take collective responsibility for decisions	E	5	5	5	5	5	5	5	5	5	5	5	5
Willingness to learn	E	5	5	5	5	5	5	5	5	5	5	5	5
Commitment to the school’s vision and ethos	E	5	5	5	5	5	5	5	5	5	5	5	5
Has basic literacy and numeracy skills	E	5	5	5	4	5	5	5	5	5	5	4	5
Has basic IT skills (i.e. word processing and email)	E	5	4	5	4	3	5	5	5	5	5	5	5
Should exist across the governing board													
<i>Understanding/experience of governance</i>													
Previous experience of being a board member in another sector or governor/trustee in another school	D	4	3	4	3	5	5	4	4	4	1	1	1
Experience of chairing a board/governing body or committee	D	3	5	4	2	2	5	5	1	2	3	1	1
Experience of professional leadership	D	4	2	4	4	4	5	5	5	4	5	4	3
<i>Vision and Strategic Planning</i>													
Understanding and experience of strategic planning	E	4	4	5	4	4	5	5	5	4	4	4	4
Ability to analyse and review complex issues objectively	E	5	4	5	4	4	5	5	5	4	5	3	5
Ability to identify problems	E	5	4	5	5	5	5	5	5	5	5	5	5
Ability to propose and consider innovative solutions	E	5	4	4	5	5	5	5	5	5	5	4	5
Experience reviewing the impact of new ideas and initiatives	D	5	4	5	5	5	5	5	5	4	5	5	4
Ability to learn from failure	E	5	5	5	5	5	5	5	5	5	5	5	5
Ability to make difficult decisions in the best interests of pupils	E	5	5	5	4	5	5	5	5	4	5	5	5
Change management (e.g. overseeing a merger or an organisational restructure, changing careers)	D	4	5	5	5	4	5	4	4	4	5	5	2
Understanding of current education policy	E	4	4	4	3	5	5	5	4	5	3	3	4
<i>Holding the head to account</i>													

Communication skills, including being able to discuss sensitive issues tactfully	E	5	5	4	5	5	5	5	5	5	5	5	5
Ability to analyse data	E	4	4	5	4	3	5	5	3	5	4	4	4
Ability to question and challenge	E	4	4	4	5	3	5	5	5	4	5	4	5
Experience of project management	D	4	4	5	4	3	5	5	5	4	4	5	4
Performance management/appraisal of someone else	E	5	5	5	5	5	5	5	5	5	3	4	3
Experience of being performance managed/appraised yourself	D	5	5	5	5	2	5	5	5	5	5	4	5
<i>Financial oversight</i>													
Financial planning/management (e.g. as part of your job)	E	4	5	5	3	3	5	5	5	2	3	4	3
Experience of procurement/purchasing	D	4	4	5	4	2	5	4	4	2	5	5	3
Experience of premises and facilities management	D	3	4	3	5	3	5	4	5	3	3	5	2
<i>Knowing your school and community</i>													
Links with the community	D	4	3	4	3	5	3	4	5	3	5	5	3
Links with local business	D	3	3	3	3	4	3	4	3	2	3	5	3
Knowledge of local/regional economy	E	4	4	4	3	5	4	4	4	3	5	4	3
Working or volunteering with young people (e.g. teaching/social work/youth work/sports coach/health services for young people)	D	5	3	4	5	3	5	5	5	5	5	5	5
Understanding of special educational needs	E	4	4	3	3	5	5	5	5	4	4	4	5