

Community use - key questions for Governors

Key questions for Governors to ask and checks for them to make in relation to community use of their school site.

Strategic priorities

- 1) What is the school vision regarding community use? What do you want your key outcomes to be? (I.e. is it to support student out of hours participation, increase achievement, volunteering opportunities, community engagement, primary links, promoting positive image of the school).
- 2) Where does community use impact on the **School Improvement Plan** and is it included? (achievement, community, sustainability, SMSC)
- 3) Are there sections of your community that would really benefit from using your facilities? Could you target them through your community programme?

Monitoring performance

- 1) What key performance indicators have been set to measure impact?
- 2) Is there a business plan in place? Is the community use budget separate from the school budget? Are the governors happy with predicted income and expenditure? What will happen to any surplus income? Does the school have a sinking fund to replace facilities in the future?
- 3) Does the school have any key participation targets linked to external funding?
- 4) Do you know who to contact for advice on increasing usage? (CSPs, Local Authority Sport and Leisure department)

Responsibilities

- 1) Who will be responsible for evidencing impact and producing termly reports?
- 2) Which member of staff will be responsible for overseeing community use? Which sub-committee will monitor this?
- 3) Is there a **Community Use Champion** governor in place?

Policies and procedures

- 1) How will pricing be determined, how will it be reviewed and how often?
- 2) How will groups will be vetted and monitored?
- 3) What booking procedures are in place?
- 4) What is the school doing to protect themselves against risk?
 - correct insurance policy
 - safeguarding procedures
 - right to work
 - operating and emergency procedures
 - maintenance & safety of the site (risk assessments, loan working, site security)
 - conditions of hire and payment schedules.