



**HAMPTON SCHOOL**

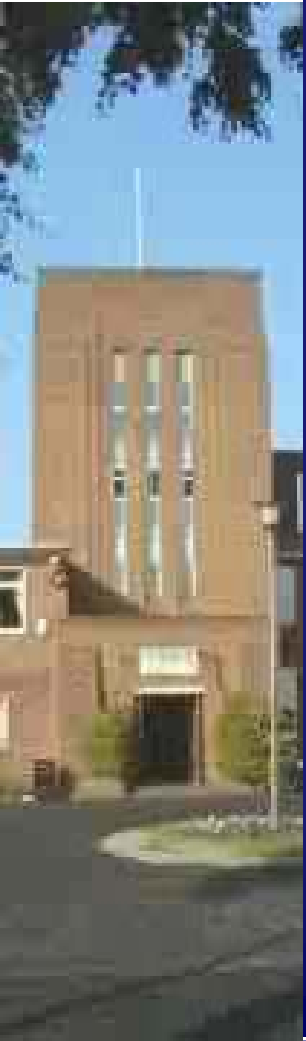
**“Keeping a school  
at the top  
of its game?”**

**John Roberts**

**Chairman of Governors**

**Barry Martin**

**Headmaster**





# HAMPTON SCHOOL

- **Personal reflections after 18 years**
- **Massive subject matter**
- **A few thought – provoking points**
- **Hope they help!**





# HAMPTON SCHOOL

- **Not at the top of our game**
- **Never think you are!**
- **Continuous self-evaluation**
- **Aim for steady improvement**





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**You may think:**

- **Good area**
- **Must be a piece of cake!**
- **What do they know?**





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- **Not easy at the start!**
- **Perhaps ask later**
- **Not easy now – different issues**

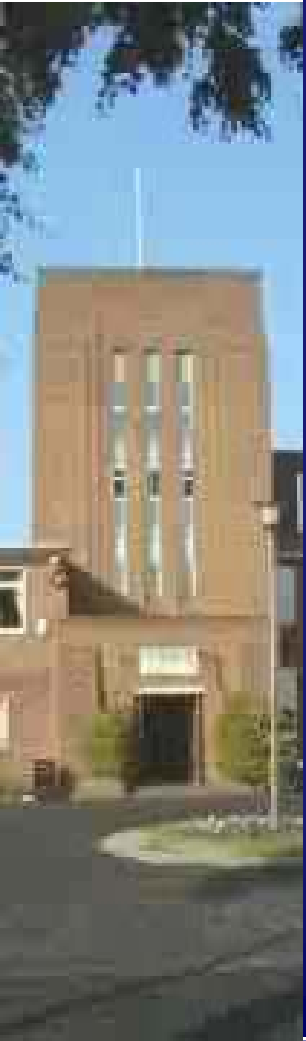




# HAMPTON SCHOOL

## Keep at the top of your game?

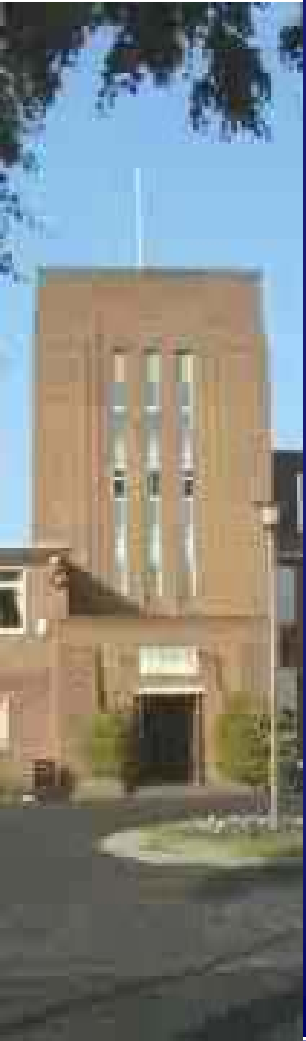
- What game?
- Define it
- How?





# HAMPTON SCHOOL

- **Build a team**
- **There are no super Heads**
- **There are no short cuts**
- **It takes time**





## How to establish your game?

- Ethos
- Aims
- Shared culture
- Development plan





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- **Teachers are your greatest asset**
- **They have views- ask!**
- **So do the pupils – ditto!**
- **And parents -ditto!**





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## How do you get the staff on board?

- All staff (all have their own view)
- SWOT / ICC / SDP
- Mail SDP to all for comment
- Require read receipt!





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**How do you know what your current parents are thinking?**

- **“Touchline” feedback**
- **Professional objective survey**
- **Part of inspection process now**





**How do you know what your pupils are thinking?**

- **School council**
- **Surveys**





# HAMPTON SCHOOL

**Keep repeating the key messages**

- **On the wall!**
- **Assemblies**
- **Staff briefings and meetings**
- **Website / open days**





## Inspection –

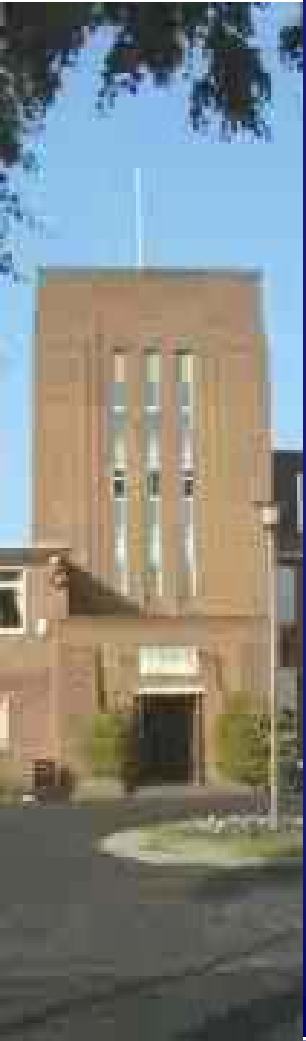
- **Opportunity for self-review**
- **Vital checklist of policies**
- **Public domain**





## How to market a school?

- Run a good one
- “Word of mouth” from satisfied parents and pupils
- Website – keep up to date!





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## A word on:

- League tables - external
- Target setting – internal
- Value added
- Expectations and achievement culture





# HAMPTON SCHOOL

## Internal organisation

The key relationship is:

**Chairman / Head / Bursar**





# HAMPTON SCHOOL

**Chairman**

|

**Head**

|

**Bursar**

**OR**

**Chairman**

|

**Head = Bursar**





## Governors' committees

- Main Board to receive all reports, challenge and ratify
- Development – where next?
- Finance – how to pay for it?
- Recruitment/ remuneration





# HAMPTON SCHOOL

## Roles of Senior Management Team (Head's side)

- Academic
- Pastoral and day to day
- Extra-curricular
- HR (recruitment and development)
- External relations





# HAMPTON SCHOOL

## Roles of Senior Management Team (Bursar's side)

- Finance
- Estates
- HR (recruitment and development)
- Health & Safety
- Catering etc





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## Internal organisation

### Key features

- Effective delegation
- Clear transparent job descriptions
- Frequent communication





## Final bits and pieces (1)

- **Never miss a chance to praise and offer an opportunity**
- **Clear and transparent policies and procedures essential**
- **You must be fair and objective**





## Final bits and pieces (2)

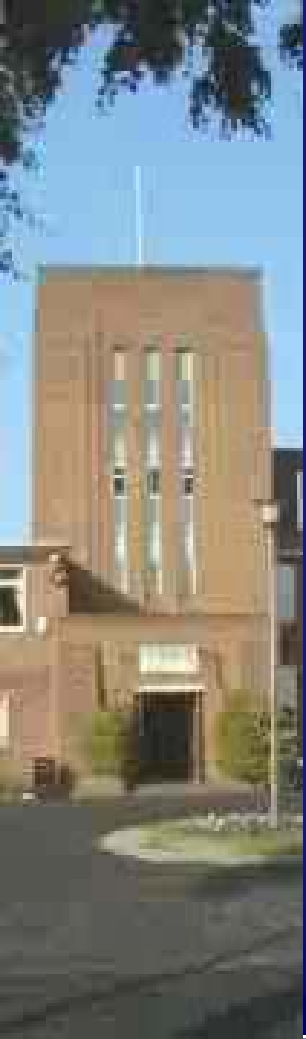
- **Nettles have to be grasped**
- **The hardest nettles to grasp are the HR and pupil disciplinary ones**
- **Will rebound if you do not**





## Final bits and pieces (3)

- **Disaster planning**
- **Media training for key staff**
- **Health & safety and first aid training for all**





## Final bits and pieces (4)

- Nurture your staff
- Staff development
- Don't worry if they leave for promotion!



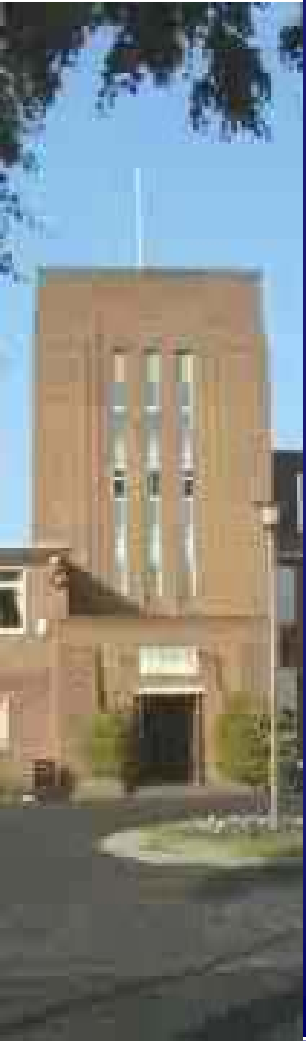


## Final bits and pieces (5)

Invest in

- ICT kit
- photocopiers
- minibuses and
- coffee machines

**that work!**





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- **A huge collaborative team effort**
- **Remember to spread the word that it's fun! Smile a lot!**





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**And finally**

**Don't irritate your colleagues by  
going to too many conferences**

