

**Children's Services
Standards & Learning Effectiveness Service
Governor Services**



Glossary of educational terms for governors and clerks

A

Academies	A type of school that brings a distinctive approach to school leadership drawing on the skills of sponsors & other supporters.
ACE	The Advisory Centre for Education
ASB	Aggregated Schools Budget
AST	Advanced Skills Teacher
Attainment Targets	These targets establish what children of differing ability should be expected to know and do by the end of each key stage
AWPU	Age-weighted Pupil Unit – the sum of money allocated to the school for each pupil according to age.

B

BECTA	British Educational Communications and Technology Agency – government agency promoting Information & Communications Technology (ICT) in schools
BSF	Building Schools for the Future
BTEC	A vocational qualification

C

Capital expenditure	Spending on improvements & extensions to schools
Casting vote	An additional vote used by the chair of governors in the event that a vote receives equal numbers
Children's Centres	Centres used by children and their families that provide integrated services
Community governor	A school governor appointed by the governing body to represent the local and wider community
Community Schools	Local Authority maintained schools
CVA	Contextual Value Added – school results that show the improvement of pupils over a period and adjusted to allow for socio-economic and other factors
CPD	Continued Professional Development
CRB	Criminal Records Bureau
CYP	Children & Young People's Plan

D

DCSF	Department for Children, Schools and Families
Dedicated Headship Time	Quality time in which the headteacher focuses on school leadership – agreed between the governing body and the headteacher
Delegated budget	The part of the education budget managed by the governing body under Local Management of Schools (LMS)
Delegated powers	Permissions for committees to take action on behalf of the governing body

E



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EAL	English as an additional language
EBD	Emotional and Behavioural Difficulties
ECM	Every Child Matters
ESGRG	East Sussex Governors Representative Group
Ex Officio	Able to attend meetings by virtue of holding a particular office (eg local vicar/headteacher)
Extended Schools	Schools offering extended services such as childcare, parent support etc.
EYFS	Early Years Foundation Stage
F	
Federation	Two or more governing bodies joining together to form one single governing body for two or more schools
FMSiS	Financial Management Standard in Schools
Foundation governor	A governor appointed by the foundation body of a voluntary school
Foundation school	A school whose land and buildings are usually owned by a charity of the governing body
G	
GB	Governing body
G&T	Gifted and Talented – pupils with a gift or talent to achieve higher than expected national curriculum levels
GTC	General Teaching Council
H	
HE	Higher Education
HLTA	Higher Level Teaching Assistant
HMI	Her Majesty's Inspectors
Home School Agreements	This agreement sets out the aims and values of the school, the responsibilities of schools and parents & the expectations of pupils.
I	
ICT	Information and Communications Technology
IEB	Interim Executive Board – a temporary board of governors that can be appointed by the Secretary of State for Children, Schools and Families or the Local Authority to replace the governing body of a failing school
Inclusion	Education all pupils, whatever their needs, within mainstream schools
IoG	Instrument of Government – the legal document setting out the composition of the governing body
ISA	Independent Safeguarding Authority
ISR	Individual School Range
K	
Key Stages	The four stages of the National Curriculum
L	



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LA	Local Authority
LAC	Looked After Children – children in care homes/foster homes etc
LDD	Learning Difficulties and/or Disabilities
LSC	Learning & Skills Council
LMS	Local Management of Schools – a system whereby schools are responsible for their delegated budgets and managing their own affairs.

M

MLD	Moderated Learning Difficulties
Minutes	Formal record of a meeting

N

NAHT	National Association of Head Teachers
NAS/UWT	National Association of Schoolmasters/Union of Women Teachers
National Curriculum	Established by the 1988 Education Reform Act to ensure all pupils receive a broad & balanced education relevant to their needs
National Strategy	Introduced to raise standards
NCSL	National College of School Leadership
NfER	National Foundation for Educational Research
NGA	National Governors' Association
NPQH	National Professional Qualification for Headship
NQF	National Qualifications Framework
NUT	National Union of Teachers

O

OCR	Oxford Cambridge and RSA
OFSTED	Office for Standards in Education – the body staffed by HMI which arranges and sets standards for school inspectors

P

Parent Councils	Trust schools are legally obliged to set up a parent council and others may do so if they wish
PGCE	Postgraduate Certificate of Education
PGR	Parent Governor Representatives
PLASC	DCSF form submitted by every school each January to record the number of teachers employed, the number of children in each age group, organisation of classes etc.
PPA	Planning, Preparation & Assessment time
Primary Capital Programme	Government initiative creating primary schools equipped for 21 st century learning
PRU	Pupil Referral Unit – LA maintained organisation that educates pupils excluded from schools or unable to attend for reasons such as illness
PSHE	Personal, Social & Health Education
PTA	Parent Teacher Association

Q

QCA	Qualifications and Curriculum Authority
QTS	Qualified Teacher Status



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R

RAISEonline Reporting and Analysis for Improvement through School Self-Evaluation – online data of pupil performance for each school published by Ofsted and DCSF

S

SACRE Standing Advisory Council for Religious Education
SATs Standard Assessment Tasks
School Profile Online document which gives key information about the school including achievements and plans for the future.
SDP / SIP School Development Plan / School Improvement Plan
SEAL Social and Emotional Aspects of Learning
SEF Self-Evaluation Form produced by headteacher and governing body and examined by Ofsted prior to inspection
SEN Special Educational Needs
SENCO Special Educational Needs Co-ordinator
SIP School Improvement Partner
SMT Senior Management Team
Special School A school for children whose special educational needs cannot be met within a mainstream school
Standards Fund Grant provided by government to schools
Statementing The procedure by which a child is formally assessed under the 1993 Education Act as having significant special educational needs
STPCD School Teachers' Pay and Conditions Document
Support Staff Members of the school staff employed to provide services in a school but not to teach (eg classroom assistants, cleaners and school secretaries)

T

TA Teaching Assistant
TDA Training and Development Agency
TLR Teaching and Learning Responsibility
Trust Schools State-funded foundation school supported by a charitable trust. It manages its own assets, employs its own staff and sets its own admission arrangements.

V

VA Voluntary Aided. Maintained schools whose land and buildings are owned by a charity with responsibility for employing staff and setting admissions criteria
VC Voluntary Controlled. Maintained schools whose land and buildings are owned by a charity with the local authority having responsibility for employing staff and setting admissions criteria