PROPOSAL FOR THE FACILITATION OF A STRATEGY DAY

Arranging a Bespoke Strategy Day

AGBIS provides a range of services to its member schools, and this includes the facilitation of strategy days. Many organisations find it helpful to use an independent facilitator for strategy days as it is sometimes difficult for those with a detailed working knowledge of the school to be truly objective about the process. AGBIS staff can help to design and facilitate exactly the right type of strategy for the school using their extensive sector knowledge and previous experience.

The process for arranging an AGBIS-led strategy day is:

Stage 1:	The Chair/Head/Clerk contacts AGBIS to enquire about arranging a strategy day.
Stage 2:	A discussion (by phone or Zoom/Teams) takes place to enable AGBIS to gain a detailed understanding of the status of the school's existing strategy and establish the aims and objectives for the day itself.
Stage 3:	AGBIS develops a draft programme for the day which is then shared with the school and is developed jointly into a final programme. The school makes all the necessary logistical arrangements and provides AGBIS with the background information required to facilitate the day.
Stage 4:	The strategy day takes place, and the Clerk records the decisions and actions – the school then incorporates these into a revised strategy document.
Stage 5:	Some schools like to invite AGBIS to run a review session, usually around two years after the strategy day, to assess the effectiveness of the strategy and make any modifications required.

Typical Strategy Days

No two strategy days are quite the same, as no two schools are quite the same – hence all AGBIS-led strategy days are carefully planned to meet the needs of individual schools. Below is a general format of strategy days which can be used as a starting point, but a bespoke approach is always taken when planning these events.

Pre-Strategy Day:

Occasionally, Governing Bodies need to hold a preparation day before they can plan a successful strategy day – such a day may consist of:

- Refresher training by AGBIS
    - Roles and Responsibilities of Governors
    - Safeguarding update
    - Governors' Role in Strategy
- Assessment of School's current strategy documents
- Evaluation of the current strategy
- Discussion on the nature of the strategy day

This is effectively a detailed Stage 2 (see above) after which AGBIS will commence the design of the bespoke strategy day.

Full Strategy Day

If the school's strategy needs a major overhaul, then a full strategy day will often be required which will include some preparatory work. The programme for a full strategy day might be something like this:

- Introduction by the Chair of Governors
- Presentation 'Governor Key Responsibilities and their Role in Setting Strategy' by AGBIS
- Introduction to the strategy session (Objectives/Methodology/Programme)
- Review the School's Vision/Mission Statement
- Governors' SWOT analysis – identify issues to be addressed in new strategy
- Review SWOT analyses/questionnaires/survey conducted in advance of the day by:
    - Parent and/or pupils
    - All Staff/SLT
- Identify recurring themes and determine which require immediate staff action and which need to be embedded in medium- to long-term strategic plans
- Agree decisions, actions and measures of effectiveness
- Review the proceedings and agree next steps

Strategy Update/Review

If the school's strategy has been updated in the past two to three years, then a shorter full strategy update/review may suffice. The programme for such a session, which normally takes around half a day, might be something like:

- Introduction by the Chair of Governors
- Governor Role in Setting Strategy – brief refresher presentation by AGBIS
- Introduction to strategy session (Objectives/Methodology/Programme)
- Review the School's Vision/Mission Statement
- Identify and analyse key elements of the existing strategy:
    - Are these still relevant?
    - Has the strategy achieved the desired objectives or is progress being made towards the objectives?
    - Does the strategy need to be amended or replaced by a new objective?
- Agree decisions, actions and measures of effectiveness
- Review the proceedings and agree next steps

Fee and Charges

The charges for member schools are £975 for a half-day session and £1,500 for a full day, plus an equivalent hourly rate for the time taken to prepare the programme (usually around 3 to 4 hours) plus all travel and subsistence costs. VAT is chargeable on the fee and expenses. These charges are for in-person attendance; a reduced rate is available for remote sessions. For strategy days at international schools, a bespoke rate will be provided based on the appropriate daily rate, including travel time, plus all travel and subsistence costs + VAT (if payable). Where possible, we advise booking at least a term in advance. This service to member schools continues to gain in popularity and it is important not to leave the booking too late.

We hope this provides sufficient information for you to consider the benefits of an AGBIS facilitated strategy day. If you would like to know more about the subjects or have other questions, please email enquiries@agbis.org.uk.

Other AGBIS Services

Reviews of Governance

AGBIS Governance Reviews deliver independent, expert insight into how effectively your Board operates. Whether preparing for inspection, managing change, or seeking assurance, our tailored virtual and in-person reviews provide clear, practical recommendations to strengthen governance and future-proof your school.

Governance Consultancy Services

AGBIS offers tailored Consultancy - from committee reviews and strategic alignment to governor training and conflict resolution. Delivered in-person or online, our support ranges from advisory calls to comprehensive programmes, ensuring effective oversight, compliance, and leadership.

Member Resources

Access our '**Member Resources'** page, with important documents and helpful resources, including job descriptions, model contracts and advice to help with your role. If you need assistance logging in, contact us.

AGBIS Training

AGBIS offers a wide range of professional development opportunities for members - from sector briefings and networking groups for Chairs and Clerks to affordable webinars and in-depth seminars for new governors and other key roles.