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Head Teacher: Mrs. J Rubel B.Ed, M.A.

*Effective governance involves team-work with head teachers, staff, Governors and the community*

### **What do Governors do?**

Governors have varied backgrounds and expertise, reflecting the many different interest groups in our school, but they have one important thing in common: all are dedicated to ensuring that the children in our school enjoy the best education possible.

At Hambrook Primary School, the Governors are extremely aware that successful school governance is a team effort. Regular Full Governing Body (FGB) meetings, Committee meetings and Working Party meetings enable us to work together effectively as a team and ensure decisions are made democratically in the interests of the school.

School Governors make important collective decisions and the Governing Body is answerable to parents and the community. As such, individual members are unable to act as a representative for anyone in an individual case.

The responsibilities of the Governing Body can be summarised as providing strategic management, acting as a critical friend and ensuring accountability.

#### **Specific responsibilities include:**

- Plan the school's long-term future and decide on the aims and objectives for the school
- Set the school's strategic aims and values and reinforce ethos
- Monitor the provision of high standards of education and achievement
- Review the staffing structure and appointment of staff
- Approve the Budget and ensuring proper budgetary management and control
- Review and agreeing policies and practice which allow the Head Teacher the necessary tools to carry out her responsibilities
- Ensure the national curriculum and religious education is taught
- Agree pupil progress and set targets for improvement



- Keep parents informed
- Make sure children with special needs have access to the curriculum
- Ensure the school is well maintained
- Ensure Health and Safety requirements are met and promote the well-being of pupils and staff
- Receive and discuss reports on the resulting practice and conduct of the school
- Promote links with the community
- Review our own working practices and standard

### **Types of Governor**

There are various types of Governors drawn from different areas of the community.

#### **Parent Governor**

Elected by the parents and carers of children at the school.

#### **Staff Governor**

Selected by election from teaching and support staff from the school.

#### **Co-opted Governor**

Appointed by the Governing Body to represent the wider community or to provide specific skills.

#### **LA Governor**

Appointed by the Local Authority.

### **Our responsibility**

Governors have a general, legally defined responsibility towards the effective management of the school.

Governors work with the Head Teacher and the Local Authority in a close and balanced partnership, making decisions about:

- The aims, general conduct and ethos of the school
- The Curriculum Policy including Sex Education, Religious Education and Collective Worship and Special Education Needs
- The school budget delegated under LMS, the allocation of resources an annual review of staff pay
- The selection and appointment of staff
- The Behaviour Policy
- Equal opportunities



- The maintenance of school buildings and use of the school premises outside the normal school hours
- The Action Plan following school inspection
- Communication with parents, including the School Profiles
- Health and wellbeing
- ICT
- \* Attendance
- \* Health and Safety
- \* Special Educational Needs
- Looked after children and protection and Governor for the web

\* These posts are statutory posts on a school's Governing Body

### **The Sub-Committees**

In order to fulfil our management role, the Governors are split into 3 Sub-Committees:

Teaching, Learning and Standards Committee

Finance and Facilities Committee – Chaired by Bobby Koodabux

Personnel Committee – Chaired by Karen Evans

The Committees carry out the work needed in their particular area. Their meetings are minuted and Committees regularly report back to the Full Governing Body.

We also have individual Governor posts where governors liaise with the school staff about a particular theme or focus.

### **Working Parties**

Working Parties are set up when a particular need/concern is identified and the Full Governing Body (FGB) feels that it could be more effectively addressed if a group of Governors/school staff/parents worked in a smaller group and reported back to the FGB.

Working Parties' membership is usually a mixture of Governors and school staff, but sometimes parents and other interested parties are invited along to contribute. We also have recourse to external advisors who can offer expert assistance to help us move more swiftly with particular projects.

### **Other information**



Being a school Governor is not just all about meetings! Governors visit the school on planned visits. We also come along to events that the school has organised, such as:

- Harvest Festival
- Christmas Production
- Christmas and Summer Fairs
- Year 6 Leavers' show
- Open Afternoon

### **Contacting the Governors**

The Governing Body can be contacted through the school office.



