

SOUTHWAY JUNIOR SCHOOL GOVERNING BODY

How we govern



Composition of the Governing Body (GB)

- GB includes parents, senior leaders, teachers, community and local authority representatives
- Structure of the GB is reviewed and agreed annually
- Key posts are elected annually (ie. Chair, Vice Chairs)

Governance processes/effectiveness

- We have a detailed Governance induction pack which contains all relevant documents/guidance and training requirements and governors use this in performing their roles
- We govern the school through three working committees:
 1. **Full Governing Body (FGB)** – focuses on policies, statutory duties and governance structures
 2. **Teaching, Learning and Staffing (TLS)** – focuses on the quality of teaching and pupils progress, achievements and outcomes
 3. **Finance and Premises (F&P)** – focuses on financial management, premises priorities and health and safety
- School Development and Improvement Plan (SDIP) is monitored and reviewed each term by senior school leaders and nominated governors who then report to the GB in the appropriate committee.

The role of the GB is to provide strategic management and to act as a ‘critical friend’, supporting the work of the headteacher and all staff

Governor roles 2019/2020



| ROLE | NOMINATED GOVERNOR(s) | PURPOSE |
|---|------------------------|--|
| Chair of Governors | <i>Kieron Woodland</i> | Leader of the GB |
| Vice Chair of Governors | <i>Mark Harding</i> | Deputy for the Chair |
| Chair of Teaching, Learning and Staffing | <i>Mark Harding</i> | Steer the agenda on pupil outcomes and data governor |
| Chair of Finance and Premises | <i>Kieron Woodland</i> | Oversee the financial management, controls and priorities for the school |
| SEND Governor | <i>Kieron Woodland</i> | Work alongside the SENDco to ensure the needs of all SEND children are met |
| Safeguarding governor | <i>Kieron Woodland</i> | To ensure the school is compliant with all key legislation |
| Complaints Governor | <i>Helen Lewis</i> | To follow school policy if a formal complaint against the school is lodged |
| Training governor | <i>Helen Lewis</i> | To ensure all governors have undertaken appropriate training to fulfil their roles |
| Policies governor | <i>Helen Lewis</i> | To ensure all school policies are updated |
| Health and Safety governor | <i>Richard Harris</i> | To ensure the school is compliant with all H & S legislation |
| Headteacher Performance Management | <i>Kieron Woodland</i> | To independently assess Headteacher performance |
| Responsible for: | | |
| Leadership & Management | <i>Kieron Woodland</i> | To monitor the impact of the school's development plan |
| Quality of Education | <i>Mark Harding</i> | To ensure school is in line with the 2019 Ofsted Framework |
| Behaviour and Attitudes | <i>Helen Lewis</i> | To ensure school is in line with the 2019 Ofsted Framework |
| Personal Development | <i>Richard Harris</i> | To ensure school is in line with the 2019 Ofsted Framework |

Scheduled Meetings – 2019-2020



| Date | Month | Committee | Agenda Background |
|------------------|--------------|------------------|------------------------------|
| 18 th | September | FGB | Governor allocations |
| 6 th | November | Finance | Half Year Review |
| 12 th | December | TLS | Detailed Data Review |
| 22 nd | January | FGB | Financials Update |
| 26 th | February | Finance | Policy and Governance |
| 1 st | April | TLS | Detailed Data review |
| 6 th | May | Finance | Budget Approval and sign off |
| 3 rd | June | FGB | Policy and Governance |
| 15 th | July | TLS | Detailed Data review |