

Governing Body Roles and Responsibilities

1. Ensure clarity of vision, ethos and strategic direction

Actions

- Set priorities for school improvement
- Agree vision for school
- Agree improvement targets and strategies
- Plan GB monitoring strategy

2. Hold the Headteacher to account for the educational performance of the school and its pupils

Actions

- Monitor data (National, County & school) for attainment, achievement & absence
- Review provision for vulnerable pupils & SEN
- Ensure effective use of Pupil Premium & Sports funding
- Governor visits to school & Headteacher reports reviewed
- Staff presentations to governors
- Review progress of School Strategic Plan
- Ensure curriculum is balanced & broadly based
- Ensure school provides daily act of worship

3. Oversee financial performance of the school and ensure its money is well spent.

Actions

- Approve balanced budget for year & half year
- Monitor & review monthly spend against budget
- Ensure value for money (*i.e. achieve best education for children by ensuring resources are allocated in line with strategic priorities and used efficiently*)
- Ensure risks are managed & complete the **Schools Financial Value Standard** annually
- Ensure secure financial management
- Benchmark to improve efficiency

.... and Performance Management of the staff

Actions

- Performance manage Headteacher
- Monitor performance management of staff and its impact
- Review staffing structure to ensure impact & efficiency

Other Responsibilities

1. Ensure statutory requirements are met
2. Ensure safety of premises, pupils, staff and visitors
3. Exercise employer responsibility
4. Establish links with school's stakeholders

Actions

Policies

- Policies updated (as required by Department for Education and Local Authority)
- Equality Information published annually & objectives every 4 years

Safeguarding

- Safeguarding governor appointed & training attended
- DBS checks & Central Record monitored regularly
- Adhere to safer recruitment legislation
- Ensure Child Protection procedures are in place with staff training reviewed and updated

Health & Safety

- Off site visits approved
- Governor premises checks (termly)
- Paperwork monitored e.g. risk assessments, COSHH, fire safety, medical provisions etc

Employment

- Adhere to employment legislation (as outlined by Local Authority)

Community

- Consult/liaise with parents
- Ensure written Home/School Agreement is in place
- Consult/liaise with staff
- Establish links with community

Information Sharing (via Website)

- Publish annual information as specified in the 'School Information Regulations'
- Details of Governing Body published on the school website (as required by the DfE)
- Ensure school publishes KS1 & KS2 results annually