

# Governors

Governors are one of the largest volunteer forces in the country and have an important part to play in raising school standards. School governors provide strategic leadership and accountability in schools. The role of the governing board is key to the effectiveness of a school.

Following a recent audit and reconstitution, we are fortunate to have a range of skills from our governing body and a wealth of experience. All members have agreed to serve a term of four years.

The 3 core functions of a governing board are:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

Newbarns School Governing Body Instrument of Government states that the body should consist of:

2 parent Governors

1 LA Governor

1 Staff Governor

1 Headteacher

8 co-opted Governors

The term of office for all categories is 4 years

Name	Role	Appointed/Electing Bodies	Re-election date	Finance and Staffing Committee	Buildings, Health, Safety and Safeguarding Committee	Standards and Curriculum Committee
Mr Gary Birkett	Head teacher (ex Officio)	GB	N/A	X	X	X
Ms Fiona Wilson	Deputy Head (Associate member–no voting rights)	GB	12/11/20		X	X
VACANCY	Staff governor	Staff				
Mrs Susan Tippins	LA Governor	GB	15/9/24	X(Chair)		
Mr Martin Bates	Co-opted	GB	20/5/23	X	X (Chair)	
Mr Peter Docker	Co-opted	GB	20/5/23			X
Mr Matthew Messenger	Co-opted	GB	20/5/23		X	
Mr Nick Roberts	Co-opted	GB	20/5/23			X (Chair)
Mrs E Parker	Parent	Parents	12/6/21	X		
Mrs H Simpson	Parent	Parents	17/7/21		X	
Mr K Wardle	Co-opted	GB	6/2/22			X
Mrs E Foylan	Co-opted	GB	9/3/24			
Mr L Hall	Co-opted	GB	9/3/24			X
Mrs Kath Benson	Clerk	GB	N/A		X	
Mr Shaun Gaskell	Site Manager (Associate member – no voting rights)	GB	12/11/20		X	
Mrs Deborah Burrow	Business Manager (Associate member – no voting rights)	GB	12/11/20	X	X	
Mrs Pat Burton (stepped down Jan 2020)	Co-opted	GB	20/5/23			X
Mrs M Walker (stepped down Sept 20)	Staff	Staff	12/11/20			

**Associate members are appointed by the Headteacher (GB) for either a 1, 2, 3 or 4 year term of office.**

### **BREAKDOWN OF ATTENDANCE RECORDS OF ALL COMMITTEES FOR THE LAST ACADEMIC YEAR**

**Governing Board** Meetings are held on Tuesday evenings.

Mr K Wardle is Chair of Governors. Mr N Roberts is Vice Chair. Deputy Headteacher Ms F Wilson attends as a non-voting Associate Member.

Declarations of Interest include Mrs H Simpson is the Manager of the Children's Centre based in the school building. Mr M Messenger is employed by Lambert Smith Hampton a Property Consultancy firm.

Meetings were held on the following dates. Apologies and reason for non-attendance were recorded and accepted by all members

4 Nov 2019 – non-attendance – H Simpson

9 Mar 2020 - non-attendance – P Docker

8 Jun 2020 - non-attendance – cancelled due to Covid-19.

3 extraordinary meetings held on Zoom on 4 Jun 2020 (non-attendance – M Messenger and L Hall) and 11 Jun 2020 (non-attendance – None) and 15 September (non-attendance M Walker who stepped down as Staff Governor)

**Buildings, Health & Safety and Safeguarding Committee** Meetings are held on Friday afternoons. Mr M Bates is Chair of Committee.

Committee Members are Mr M Messenger, Mrs H Simpson, Mr L Hall (approved 3/9/20). Ms D Burrow and Ms F Wilson attend as associated members with no voting rights. Mr S Gaskell attends as Grounds Maintenance Manager.

**The objectives of the Committee are:**

- To review, maintain and monitor the implementation of the Health and Safety Policy that is endorsed by The Governing Body
- To advise the Governing Body on priorities, including Health and Safety, for the maintenance and development of the school's premises
- To oversee arrangements for repairs and maintenance
- To make recommendations to the Finance Committee on premises-related expenditure
- In consultation with the Headteacher and the Finance Committee, to oversee premises-related funding bids
- To oversee arrangements, including Health and Safety, for the use of school premises by outside users, subject to governing body policy
- To contribute to the School Improvement Plan
- Ensure School meets statutory requirements for safeguarding and review the relevant policy.

Meetings were held on the following dates. Apologies and reason for non-attendance were recorded and accepted by all members

19 Sept 2019 - non-attendance – Mr M Messenger

16 Jan 2020 - non-attendance – None

21 May 2020 - non-attendance – Cancelled due to Covid-19

**Curriculum Committee** Meetings are held on Friday after afternoons. Mr N Roberts is Chair of Committee. Committee Members are Mr P Docker, Mr K Wardle, Mrs P Burton, Mrs E Foylan (approved 3/9/20). Ms F Wilson attends as an associated member with no voting rights. It was agreed by members that although Mrs M Walker is unable to attend due to school commitments she stay a member.

**The objectives of the Committee are:**

- To receive information from the head teacher and staff about how the curriculum is evaluated and resourced.
- To review the information and data about school performance, questioning and challenging where appropriate. (The committee will use this information to report to the full Governing Body as well as for contributing to school development planning and the SEF).
- To consider and advise the Governing Body on standards and other matters relating to the school's curriculum, including statutory requirements.
- To ensure it is meeting National Curriculum requirements and to monitor implementation of changes to the school curriculum in line with national and local guidelines.
- To consider curricular issues which have implications for finance and personnel decisions and to make recommendations to the relevant committees or the Governing Body.
- To delegate arrangements for educational visits and approval of off site visits of more than 24 hours to the Senior Leadership Team.
- To understand the teaching philosophy of Newbarns School and thus be in a position to lend support and advice if required.
- Together with the Headteacher and staff, identify priorities for the School Improvement Plan; consider the draft plan for discussion and approval by the Governing Body and monitor, at least once a term, progress of implementation.
- To ensure the school's website is compliant with statutory requirements relating to the curriculum and standards.
- To encourage shared ownership of the development of the school by staff, parents, governors and pupils, interpreting and developing their wishes in so far as they are practical, to impact on raising standards.
- To ensure the requirements of children with special educational needs and/or disability are met through establishing and monitoring a SEN policy.
- To ensure that the school meets the needs of looked after children and disadvantaged children.
- To ensure that the school meets the statutory requirements relating to equality legislation.
- To monitor pupil attendance and set targets as necessary.
- To agree protocol for governor monitoring visits to the school.
- Monitor the implementation of the school's Performance Management Policy.

- Monitor and report on the use made of the school's Pupil Premium budget.
- Give responsibility to the Headteacher and SLT to coordinate the appointment of supply teachers and other temporary appointments of one year's duration, together with all appointments of Midday Supervisors, Teaching Assistants and other Ancillary Staff.
- To monitor, update and review when appropriate and make recommendations to the Governing Body on the school policies.

Meetings were held on the following dates. Apologies and reason for non-attendance were recorded and accepted by all members -  
10 Oct 2019 - non-attendance – Mr K Wardle

23 Jan 2020 - non-attendance – Mrs P Burton (resigned from Governors)

1 May 2020 - non-attendance – Cancelled due to Covid-19

**Finance Committee** Meetings are held on Wednesday evenings. Mrs S Tippins is Chair of Committee. Committee Members are Mrs E Parker, Mrs P Burton, Mrs E Foylan (approved 3/9/20). Mr A Baker is the Bursar and Mrs D Burrow is an associated member. It was agreed by members that although Mr M Bates is unable to attend due to work commitments he stay a member.

**The objectives of the Committee are:**

- Approval of Annual Budget
- Authorisation of the 3 year financial plan
- Setting financial priorities through the School Development Plan
- Appointment and salary of Head Teacher
- Determination of the staff complement and Pay Policy for the school
- Authorisation of non-budgeted expenditure and virements subject to the limits in Section 2
- Approval of financial regulations and procedures on an annual basis.
- Acting as a critical friend to the school on all financial matters

Meetings were held on the following dates. Apologies and reason for non-attendance were recorded and accepted by all members.

16 Oct 2019 - non-attendance – None

12 Feb 2020 – non-attendance – Mrs P Burton (resigned from Governors)

13 May 2020 - non-attendance – Cancelled due to Covid-19