



Holy Trinity CE First School

Governors' Details and Register of Interests. November 2018

The role of the Governing Body

As Governors, we are responsible for a number of areas including attainment, finance, policies and procedures. Our core purpose is:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
3. Overseeing the financial performance of the school and making sure its money is well spent.

Our role involves working closely with the Headteacher and Senior Leadership Team to ensure children get the best possible education to enable them to reach their full potential, in an environment where they feel safe, valued and learning is fun. Our main functions are to:

- Help set the aims and objectives for the school
- Help to ensure our policies and procedures are relevant and achieve their objectives
- Set targets to monitor the progress of the school to ensure it is meeting its aims and objectives
- Be a critical friend to the school and provide a source of challenge and support.

We have 14 governors and as a Voluntary Aided school our foundation governors must be in the majority. Our structure comprises of:

- 1 LA Governor
- 1 Staff Governor
- The Headteacher
- 1 Ex-officio (vicar)
- 2 Parent Governors
- 7 Foundation Governors
- 1 Co-opted Governor

Details of Governors who have served on the Governing Body during the past 12 months

| Name & Category | Appointing body | Terms of Office | Committees | Responsibility | Financial interest | Attendance at full GB meetings to Nov 2017 | Attendance at committee meetings | Other interest |
|------------------------------|------------------------|--------------------------|---------------------|--|---------------------------|---|---|--|
| Dawn Groves Head Teacher | By virtue of position | 01/09/2006 | All | | Head Teacher | 3/3 | 6/6 | |
| Nick Shaw Staff Governor | School Staff | 02/11/2017 to 01/11/2021 | | | Staff | 3/3 | NA | Governor at Berwick Middle School |
| Jeremy Brown LA Governor | Local Authority | Reappointed 7/11/2017 | Strategy | Health and Safety Child protection/safeguarding Website compliance Personal development, behaviour and welfare SDP | No | 1/3 | 3/3 | |
| Nick Davidson Foundation | Diocese | 1/11/2013 to 31/10/2018 | Resource Management | Outcomes for pupils SDP | No | 3/3 | 1/3 | |
| Dennis Handley Foundation | By virtue of position | 4/04/2014 | Strategy | Vice Chair RE/collective worship | No | 3/3 | 3/3 | Governor at St Mary's First School |
| Pamela Wright Foundation | Diocese | Appointed 20/06/2016 | Resource Management | Quality of teaching learning and assessment SDP | No | 2/3 | 3/3 | |
| Anne Mawer Foundation | PCC | Appointed 11/01/2017 | Resource Management | Early Years | No | 2/3 | 3/3 | |
| Matthew Moore Foundation | Diocese | Appointed 11/01/2017 | Resource Management | Quality of teaching learning and assessment SDP | No | 3/3 | 1/1 | |
| Caroline Wilson | Parent body | 17/11/17 to 16/11/2021 | Strategy | Outcomes for children SDP | No | 3/3 | 1/1 | Governor at St Cuthbert's First School |

| | | | | | | | | |
|--|-------------------|---|------------------------|---|-------|-----|-----|---|
| Parent governor | | | | Pupil Premium and LAC | | | | |
| Diana Smith Foundation Governor | PCC | re-elected 14/11/2017 to 13/11/2021 | Strategy | Chair RE/collective worship SEN Leadership and management SDP | No | 3/3 | 3/3 | |
| Rev John Vilaseca | PCC | 01/11/2016 to 31/10/2021 | Strategy | RE and Collective Worship | No | 3/3 | 1/1 | |
| Robbie Dalgleish | Diocese | 08/05/2018 to 07/05/2022 | Resource Management | Assessment and data | No | 2/2 | | |
| Bryony Haggerstone | Parent body | x/09/18 to x/09/2022 | Strategy | | No | 1/1 | | Governor at Scremerston First School |
| Governors who reached the end of their term of office /resigned in the last 12 months | | | | | | | | |
| Stephen Lowdon Foundation | Diocese | 01/03/2014 to 28/02/2018 | Strategy | Quality of teaching learning and assessment SDP | No | 3/3 | 2/3 | |
| Colin Miles Parent Governor | Parent body | Resigned June 2018 | Resource Management | Chair Leadership and management SDP | No | 3/3 | 3/3 | |
| Mary-Rose Blythe Co-opted governor | Governing Body | 02/11/2017 to 01/11/2021 | | | Staff | 3/3 | NA | Governor at Tweedmouth West First School. |

The Governing Body's Committee Structure and Membership

The full Governing Body meets once a term and the committees (resource management and strategy) usually meet twice a term. This collective work is supplemented by additional contributions, such as school visits, from individual governors in their respective roles as link governors.

Governors regularly undertake a skills audit which has confirmed a broad and balanced range of experience and expertise within the Governing Body and no significant shortage of specialist skill or understanding.

We have two primary committees; Strategy Policy and Direction and Resource Management .

The overall purpose of the **Strategy Policy and Direction** committee is to:

- monitor standards achieved by pupils and help them achieve more;
- monitor the school's success in promoting inclusion;
- ensure that the school development plan is focused on appropriate priorities for raising standards at the school;
- ensure that policies are reviewed on a regular basis to promote improved standards and contain appropriate targets/success criteria.

The overall purpose of the **Resource Management Committee** is to:

- monitor the school budget, approve the annual and indicative budgets, contribute to the Schools Financial Value Standard process.
- contribute to, monitoring and evaluating parts of the self-evaluation summary, the school development plan and policies relating to resources issues, reporting or making recommendations to the full Governing Body.
- consider recommendations from relevant external reviews for example audit, Ofsted or local authority review, to agree the actions needed to address any issues identified and to monitor and evaluate regularly the implementation of any plan agreed, reporting or making recommendations to the full Governing Body.
- act as a personnel and pay committee by making decisions on behalf of the Governing Body relating to individual members of staff, as set out in the Governing Body's personnel policies and procedures.
- take appropriate action on any other relevant matter referred by the Governing Body.

The overall purpose of the **Headteacher Appraisal Group** is to carry out the Governing Body's statutory responsibilities for the Performance Management of the Headteacher.

The overall purpose of the **Secondary Committee** is to:

- hear personnel appeals;
- consider complaints;
- review pupil exclusions; and
- take appropriate action on any other relevant matter referred by the Governing Body

| | Resource Management | | Strategy Policy & Direction | | Headteacher Appraisal Group | |
|--|--|--|---|--|---|---------------------------|
| Primary Committees | (Quorum 3) Nick Davidson Robbie Dalgleish Pamela Wright Matthew Moore Anne Mawer Diana Smith (chair) | | (Quorum 3) Jeremy Brown (chair) Dennis Handley Diana Smith Caroline Wilson John Vilaseca Bryony Haggerstone | | To be agreed autumn 2018 Diana Smith | |
| Secondary Committees (meet as required) | Complaints, personnel appeals, pupil discipline. | | Appointment Selection Panel | | Admissions Panel | |
| | (Quorum 3) <i>For appeals, quorum equals the size of the committee which made the decision being appealed against</i> Three governors subject to eligibility and availability <i>Anyone employed at the school cannot be selected</i> | | Leadership group: Three governors subject to eligibility and availability Teachers: One governor subject to eligibility and availability All other appointments: Delegated to the headteacher | | Diana Smith Dennis Handley | |
| Governor responsibilities | Pupil Premium & LAC | SEND | Child Protection & Safeguarding | Assessment & Data | Health & Safety | EYFS |
| | Caroline Wilson | Diana Smith | Jeremy Brown | Robbie Dalgleish Diana Smith | Jeremy Brown | Ann Mawer |
| | <u>SDP priority 1</u> Leadership | <u>SDP priority 2</u> Teaching & Learning | <u>SDP priority 3</u> Standards | <u>SDP priority 4</u> HTFS as a Church School | RE and Collective Worship | Website compliance |
| | D Smith, C Wilson, P Wright, J Brown | P Wright, C Wilson, A Mawer, | D Smith, B Haggerstone | D Handley, J Vilaseca | Dennis Handley Diana Smith | Jeremy Brown |