



Woodfield Primary School

1. Name of Governing Body:

Woodfield Primary School

2. The remit for the Governing Body is to:-

- Ensure clarity of vision, ethos and strategic direction;
- Hold the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
- Oversee the financial performance of the school and making sure its money is well spent.

3. Governing Body Composition

| Name of Governor | Type | Term of Office | Date of Appointment | Expiry Date of Term of Office | Appointing Body | N ^o |
|---------------------|-----------------|----------------|---------------------|-------------------------------|---|----------------|
| Miss Anna Prior | Headteacher | | 01/09/2018 | 31/08/2050 | N/A | 1 |
| Mrs Carol Brockbank | Local Authority | 4 years | 05/03/2017 | 04/03/2021 | Nominated by LA/ Appointed by Governing Body | 1 |
| Mrs Kathryn Lowe | Staff | 4 years | 03/12/2016 | 02/12/2020 | Elected by Staff | 1 |
| Mrs Lesley Porter | Co-opted | 4 years | 27/11/2018 | 26/11/2022 | Governing Body | 4 |
| Mrs Enid Pomfret | Co-opted | 4 years | 24/09/2016 | 23/09/2020 | Governing Body | |
| Mr Ian Kendrick | Co-opted | 4 years | 15/06/2015 | 14/06/2019 | Governing Body | |
| Mr Mark Saunders | Co-opted | 4 years | 12/09/2016 | 11/09/2020 | Governing Body | |
| Vacancy | Co-opted | | | | | 2 |
| Vacancy | Co-opted | | | | | |
| Mrs Caroline McLeod | Parent | 4 years | 01/10/2016 | 30/09/2020 | Elected by Parents | 1 |
| Ms J Pardey | Parent | 4 years | 22/05/2018 | 21/05/2022 | Elected by Parents | 1 |
| Total: | | | | | | 11 |

4. Governor Appointments and Specific Responsibilities:

| | |
|---|---------------------|
| Chairperson: | Mrs Carol Brockbank |
| Vice Chairperson: | Mr Ian Kendrick |
| Clerk to the Governing Body: | Mrs Jan Grant (LA) |
| Directors Briefing Representatives: | TBC |
| Link Governor: | TBC |
| Child Protection (including Safeguarding/Looked After Children) | TBC |
| Special Education Needs and Disability (SEND): | TBC |
| Health and Safety: | TBC |
| Pupil Premium: | TBC |
| Gifted & Talented Governor: | TBC |
| P.E./Sport | TBC |



Woodfield Primary School

5. Committee Structure

Terms of reference for all committees are available on request from the Clerk to Governors at school.

| Committee | | Remit | | |
|---|--|---|--|--|
| Finance, Premises, Personnel & Curriculum | | To deal with all matters delegated by the Governing Body regarding Finance, the Curriculum, Personnel, Health and Safety and other premises related matters. | | |
| Pay | | To make decisions about performance related pay for teachers and the Headteacher | | |
| Disciplinary/Grievance/Complaints | | To deal with all matters delegated by the Governing Body in relation to disciplinary and grievance matters and to consider complaints in accordance with the school Complaints Procedure. | | |
| Headteacher's Performance Management | | To annually evaluate the Headteacher's performance against the Teachers' Standards Document, set targets and make pay recommendations to the Pay Committee. | | |

| Governor | Personnel, Curriculum, Finance & Premises | Pay Committee & Appeals | Disciplinary / Grievance / Complaints & Appeals | Headteacher's Performance Management |
|---------------------|---|-------------------------|---|--------------------------------------|
| Miss Anna Prior | ✓ | | | |
| Mrs Carol Brockbank | ✓ | ✓ | ✓ | ✓ |
| Mrs Kathryn Lowe | ✓ | | | |
| Mrs Lesley Porter | ✓ | ✓ | ✓ | ✓ |
| Mrs Enid Pomfret | ✓ | ✓ | ✓ | ✓ |
| Mr Ian Kendrick | ✓ | | ✓ | |
| Mr Mark Saunders | ✓ | ✓ | | ✓ |
| Mrs Caroline McLeod | ✓ | | | |
| Ms Joanna Pardey | ✓ | | | |

6. Register of Interests

| Governor | Details of Business Interest | Details of Personal Interest |
|---------------------|------------------------------|---------------------------------|
| Mrs Anna Prior | Nil | Headteacher of school |
| Mrs Carol Brockbank | Nil | Parent of pupil in school |
| Mrs Kathryn Lowe | Nil | Teacher at school |
| Mrs Lesley Porter | Nil | Nil |
| Mrs Enid Pomfret | Nil | Nil |
| Mr Ian Kendrick | Nil | Grandparent of pupils in school |
| Mrs Caroline McLeod | Nil | Parent of pupils in school |
| Mr Mark Saunders | Nil | Nil |
| Ms Joanna Pardey | Nil | Parent of pupils in school |

