



SUNNYBROW PRIMARY SCHOOL

FULL GOVERNING BOARD

CHAIR: L Thompson

VICE CHAIR: J Philips

Strategic Leadership and Accountability:

- Work with school leaders to set a clear vision with a focus on pupil progress, achievement and wellbeing. Ensure this is communicated to the whole organisation and reviewed regularly.
- Set the values for the organisation and ensure these are embedded throughout the organisation and adhered to.
- Determine the strategic direction for the school.
- Monitor that school leaders are keeping up with their statutory duties in relation to the maintenance of the Single Central Record.
- Monitor and evaluate pupil progress and attainment by receiving reports and information from the Headteacher and other school leaders; compare against national and local benchmarks over time.
- Receive reports from committees, working parties or individuals and agree actions.
- Review and agree the school's Business Continuity Plan annually.
- Ensure the wellbeing of staff and that staff workload is managed.
- Ensure there is a transparent system for performance management of all staff which is clearly linked to the school's priorities. Have oversight of staff performance throughout the year.
- Ensure there are mechanisms in place to listen to and respond to the views of parents/carers, pupils, staff, local communities and employers.
- Agree the recruitment process to be followed in relation to Senior Leader posts; where delegated ratify appointments.
- Final approval of the annual budget plan.
- Monitor the school's budget throughout the year.
- Agree expenditure limits for the Headteacher.
- Hold at least 3 meetings each academic year.
- Ensure that committee meetings are held in accordance with the agreed terms of reference.

People and Governance Structures:

- Elect and/or remove Chair of Governors and Vice Chair of Governors.
- Appoint Committee Chairs or delegate to each committee.

- Consider and agree delegation of functions to individuals or committees.
- Agree committee terms of reference and membership.
- Agree quorums for committee meetings
- Agree voting rights for Associate Members
- Establish and maintain a register of Governors business interests
- Ensure Governors information on the Get Information About Schools register and the school website is up to date and compliant with current requirements.
- Confirm the Instrument of Government and subsequent amendments.
- Appoint Co-opted, Local Authority and where necessary Parent Governors to the Board.
- Review and monitor the Governor Induction Process.
- Have regard for Governors professional development.
- Where necessary, suspend or remove Governors from the Board.
- Appoint/dismiss the Clerk to the Governing Board.

Compliance and Evaluation:

- Agree annually the School Financial Value Standard Self-Assessment Checklist prior to the 31 March deadline and monitor the implementation of any identified actions.
- Consider business provided by Local Authority and other sources.
- Suspend or end suspension of staff members.
- Ensure all statutory policies are in place and there is an effective policy review cycle.
- Review and agree the Governor Code of Conduct.
- Confirm arrangements for completion of a Governor Skills Audit.
- Ensure there is regular self-evaluation and review of individual's contribution to the Board as well as the Board's overall operation and effectiveness.
- As necessary, consider an external review of the Board's effectiveness.
- Ensure school website is up to date and compliant with current Department for Education requirements.