**Governor Roles and Responsibilities 2024/2025**

***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 effective and efficient performance management of the staff.***

***Overseeing the financial performance of the organisation and making sure its money is well spent.***

***All roles Proposed – to be elected/agreed***

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| Chair of Governors | Sally Coneron |
| Vice Chair of Governors | Daniel Harrison-Cox |
| Headteacher | Matthew Thompson (all committees and MGB) |

**Working Committees**

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| **Finance and Premises Committee** | **Curriculum Committee** |
| Jacky Chan (Chair) | Vik Bebbington (Chair) |
| Sally Coneron | Sally Coneron |
| Daniel Harrison-Cox | Vanessa Cummings |
| Mehdi Nasseri | Claire Tracy |
|  | Bin Tang |

**Link Governors**

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| **Role** | **Governor** |
| ***Pupil Premium*** – accounts for the provision for pupils eligible for the Pupil Premium grant. Have a clear rationale for using the funding, making decisions based on a good understanding of pupil needs and the best effective practice evidence. | Vanessa Cummings  Contact at school – Matthew Thompson  Expected time – meeting once per term with contact. Annual report for website and FGB |
| ***SEN*** – plays a vital role in ensuring that SEN stays on the governing body agenda and providing a link between the governing body, its committees and the staff. Meets the SENCO regularly and reports to the Governing Body on : SEN funding, the different types of support pupils receive, attitudes to learning amongst pupils with SEN, future actions for Governors. | Sally Coneron  Contact at school – Alison Palmer  Expected time – brief meeting every month with contact |
| ***Safeguarding*** – integral liaisons between a school and a governing body. Responsible for monitoring the school’s systems and procedures. Make sure your school has an effective : Child Protection Policy, Staff Code of Conduct, Policy for handling allegations of abuse against staff and volunteers, safeguarding response to children who go missing from education. Make sure the school has an appointed DSL and meet them regularly. Make sure all staff and governors have had the appropriate level of training. Make sure the curriculum covers safeguarding including safety online. Make sure that checks for the SCR are happening. Update the Governing Body on how monitoring activities are going. | Sally Coneron  Contact at school – Matthew Thompson / Elaine Stevenson  Expected time – meeting at least once every half term with SPW to check the Single Central Register and annual review of policies. Report for FGB. |
| ***Health and Safety*** – to have a strategic overview of how the school is managed. Should regularly monitor and review health and safety policies to ensure risks are captured and eliminated or mitigated if elimination is not possible. Must cover risk to the health and safety of employees and persons (pupils, volunteers, visitors and contractors) who are not employees of the school. Should question whether appropriate corrective action is being taken, whether learning is being shared and improvements are being put in place. | Daniel Harrison-Cox  Contact at school – Deni Mateeva  Expected time – a regular termly premises check and walkabout plus liaison with Business Manager on any arising issues. Annual report for FGB. |
| Policy Review | Claire Tracy |
| Staff and Pupil Disciplinary Group | Sally Coneron, |
| Governor Website inclusions | Helen Miles |
| ***Admissions*** – to ensure that all school places are allocated and offered in an open and fair way, in accordance with the schools Admissions Policy. | Vanessa Cummings  Contact at school – Helen Miles  Expected time – ad hoc meetings at school with other members of the Admissions Committee when required for discussing and signing admissions requests. |
| Admissions Committee | Vanessa Cummings, Matt Thompson, Claire Tracy |
| Head Teacher Performance Review | Sally Coneron, Tansley Jordon, Diocese Advisor |
| Pay Panel | Sally Coneron, Jacky Chan, Daniel Harrison-Cox |
| Pay Appeal Panel | To be appointed as required |
| Exclusion Appeal Panel | To be appointed as required |
| Staff Grievance Panel | To be appointed as required |
| Governor Training | Helen Miles (Clerk) |
| ***Income Generation*** – to work strategically to find suitable new funding to help improve pupil outcomes. To evaluate additional types of income including community support. | Mehdi Nasseri  Contact at school – Matthew Thompson  Expected time – ad hoc |
| ***Premises Governor*** – to provide support and guidance for the governing body and the headteacher on all matters relating to the maintenance and development of the premises and grounds. To ensure that an annual inspection of the premises and grounds takes place and a report is received identifying any issues. To inform the governing body of the report and set out a proposed order of priorities for maintenance and development, for the approval of the governing body. To arrange professional surveys and emergency work as necessary. | Daniel Harrison-Cox  Contact at school – Deni Mateeva  Expected time - a regular termly premises check and walkabout plus liaison with Business Manager on any arising issues. Report for every F&P Committee. |

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|  | **Name** | **Type** | **Term Dates** | |
| 1 | Vanessa Cummings | Foundation | July 2022 – July 2026 | |
| 2 | Claire Tracy | Staff Governor | Sept 2023 – Sept 2027 | |
| 3 | Matthew Thompson | Headteacher | Not specified. | |
| 4 | Daniel Harrison-Cox | Foundation | September 2021 – September 2025 | |
| 5 | Jacky Chan | Diocesan | November 2022 – November 2026 | |
| 6 | Sally Coneron | Parent | November 2022 – November 2026 | |
| 7 | Viktoria Bebbington | Foundation | February 2024 – February 2028 | |
| 8 | Mehdi Nasseri | Parent | November 2023 – November 2027 |
| 9 | Rev Tansley Jordan | Ex Officio | Not specified |
| 10 | Bin Tang | LA | March 2025 – March 2029 |

Vacancy:

Diocesan Governor

Foundation Governor