

## Governance

### Local Governing Board Meetings

There are six governing board meetings per year; two per term. The work of the board is focused on monitoring the overall effectiveness of the school and the impact of the school development plan with reference to the Ofsted framework:-

- Overall effectiveness
- Outcomes
- Personal development, behaviour and welfare
- Teaching, learning and assessment
- 16-19 study programmes

The meetings include both standing items (listed below) and a training element. The training keeps governors up to date with the constant changes in education.

- Standing agenda items
  - Business (including policies; reports from the School Improvement Partner)
  - Minutes from committees
  - Reports from link governors
  - Progress with SDP/Ofsted preparation
- Governor training or awareness raising on an issue or key aspect of school life (presentation from member of senior staff by invitation)

### Governor Committees

Three governor committees meet 3 or 4 times per year to work on key areas of focus linked to sections of the Ofsted framework. The notes from these committees are discussed at local governing board meetings. The committees are chaired by experienced governors and are supported by a member of the senior leadership team. Each committee consists of link governors who work in greater detail on specific areas for development.

- **Achievement & Standards committee**
- **Personal development, behaviour & welfare committee**
- **Community and business operations committee**

	<b>Achievement &amp; Standards committee</b>	<b>Personal development, behaviour &amp; welfare committee</b>	<b>Community &amp; business operations committee</b>
Chair	A Hopgood	J Thornes	J Straughan-Hawley
Chair's responsibilities	Set agenda; present minutes to LGB; contribute to Ofsted inspection	Set agenda; present minutes to LGB; contribute to Ofsted inspection	Set agenda; present minutes to LGB; contribute to Ofsted inspection
SLT Lead	<ul style="list-style-type: none"> <li>• Andy Byers</li> </ul>	<ul style="list-style-type: none"> <li>• Andy Byers</li> </ul>	<ul style="list-style-type: none"> <li>• Wendy Pattison</li> </ul>
Committee to include link governors for:	<ul style="list-style-type: none"> <li>• Disadvantaged students (JT)</li> <li>• Sixth Form (AH)</li> <li>• English (TM)</li> <li>• Maths (DGW)</li> <li>• Science (to be arranged)</li> <li>• Curriculum (DM)</li> </ul>	<ul style="list-style-type: none"> <li>• Safeguarding (JT)</li> <li>• Attendance (JT)</li> <li>• Student voice (AG)</li> <li>• SEND &amp; equalities (RR)</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Safety, Business operations &amp; facilities (JS-H)</li> <li>• Stakeholder engagement (DH)</li> </ul>
Remit encompasses sections of the Ofsted framework & SDP	<ul style="list-style-type: none"> <li>• Outcomes</li> <li>• Teaching, learning and assessment</li> <li>• 16-19 Study programmes</li> </ul>	<ul style="list-style-type: none"> <li>• Personal development, behaviour and welfare</li> </ul>	<ul style="list-style-type: none"> <li>• None specific (aspects of overall effectiveness; leadership &amp; management)</li> </ul>

Key areas of focus to include	Student attainment and progress (all year groups & sub-groups); Disadvantaged students (statement & outcomes); Sixth Form; Curriculum; raising achievement & teaching and learning strategies	Safeguarding; attendance; exclusions; uniform; behaviour; SEN provision; equalities; pastoral care; STEP time	Community & stakeholder engagement; marketing and communication; facilities management; business operations including catering; health and safety; student recruitment & primary links
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### Link Governors

Each governor is linked to a specific aspect of the school's work. Their role is to develop a deeper understanding (compared to other governors) of their named link area and report back to the appropriate committee. Link governors arrange governor visits (as directed by the committee chair) as required during the year. Whenever a governor visit takes place, a brief report is presented to, and discussed by, the committee. It is then tabled (for information) at the next LGB meeting. An outline of the role of Link Governors is as follows:

#### Safeguarding (JT) & Attendance (JT)

- Understand current safeguarding legislation
- Undertake safeguarding training and contribute to governor training
- Contribute to the safeguarding audits & safeguarding and child protection policies
- Understand systems and structures for managing attendance
- Monitor attendance statistics and understand trends (whole school; year groups; groups)
- SLT link: Louise Brookes (Director of Safeguarding)

#### Disadvantaged Students (JT)

- Monitor effectiveness of the provision for disadvantaged students, including intervention strategies, and their impact on student progress
- Contribute to pupil premium review and disadvantaged statement on the website
- SLT link: Gayle Scott (Assistant Head Student Progress)

#### Curriculum (DM)

- Monitor curriculum changes and DfE/Ofsted announcements (national and local level)
- Monitor the effectiveness of the curriculum and its impact on outcomes
- SLT Link: Assistant Head (Curriculum and Assessment)

#### Core Subjects: English (TM); Mathematics (DGW), Science (to be arranged)

- Act as critical friend, providing support and challenge to the Director
- Autumn Term - Meet with the Director to discuss external examination results. Governors should aim to understand the challenges faced by the Directorate arising from the results.
- Spring term – Walk round the department, discuss teaching and learning, marking and assessment. Governors should develop their understanding of the challenges faced.
- Summer term – Discussion of progress during the year and planning for the next year.
- SLT link – Andy Byers (Head teacher)

#### Sixth Form (AH)

- Work with HT and Director of Sixth Form to devise a strategic plan for the Sixth Form.
- Monitor the impact of strategies, including tracking systems, to improve Sixth Form performance
- Monitor the impact of strategies to improve recruitment to Sixth Form
- Monitor the Sixth Form curriculum offer.
- SLT link: Andy Byers (Headteacher)

### **Student Voice (AG)**

- To report back to the LGB on student voice - opinions and views
- Monitor responses to student voice
- SLT link – Fran Ward (Assistant Head – Student Development)

### **Health and Safety + Business Operations and Facilities (JS-H)**

- Monitor health and safety incidents
- Contribute to health and safety policy and monitor changes to H&S practice
- Gain an understanding of the business operations (buildings, site, catering, IT) and their impact on the day-to-day management of the school
- To work with the Business Manager to understand issues concerning school facilities.
- To walk around school once per term and discuss/monitor any issues concerning facilities management.
- SLT link – Wendy Pattison (Academy Business Director)

### **Stakeholder Engagement (DH)**

- Understand issues relating to primary-secondary transition
- Identify information which parents need to know, especially parents of year 6 students
- Develop strategies for improved communication with parents and other stakeholders
- Monitor parental opinions including on social media and report back on any issues arising
- Ensure the voices of parents outside the FSD admission zone are listened to
- Gain an understanding of links with other stakeholders (other education providers; businesses)
- SLT link – Academy Business Director

### **SEND & equalities (RR)**

- Monitor the effectiveness of provision for SEND students
- Gain a detailed understanding of the work of the Achievement Centre
- Contribute to the equalities policy
- SLT link: Assistant Head (Student Development)

### **Quality Assurance (AD)**

- Review school quality assurance framework with Headteacher and Assistant Head (Curriculum and Development)
- Discuss and triangulate evidence arising from lesson observations, learning walks and work scrutiny
- Monitor quality of teaching and leadership and management and the effectiveness of intervention programmes (including CPD, support programmes and capability)
- Monitor the effectiveness and impact of Directorate and Head of Year self-evaluations
- Review the effectiveness of the school's CPD programme
- SLT link: Assistant Head (Curriculum and Assessment)

### **Governor Visits**

Link governors will carry out visits to the school to discharge their responsibilities (above) and gather the information necessary to report back to a committee. Other governor visits may also take place with the agreement of the LGB or working group chair as required (e.g. to focus on an underperforming department or a specific aspect of the school's work). All governor visits will:

- Be carried out in accordance with the governor visit protocol
- Result in a report to be presented to the working group or LGB