

What do governors do?

Manage the annual budget and make financial decisions within the school financial value standards (SFVS) to ensure that resources are well spent.

Set the admissions policy and make admissions decision in line with the vision of the school

As a church school ensure the Christian Vision permeates the whole of school life

Think strategically to help value standards

Ensure all policies are fit for purpose and in line with the vision of the school

Monitor and evaluate

Work together with all staff, pupils, parents and the community as a team to ensure each pupil achieves to the best of their ability

Act as a "critical friend" - supporting and challenging the head teacher and staff

Ensure school buildings are fit for providing education for all pupils

Ensure excellent standards of health and safety

Oversee recruitment of senior leaders and teachers to ensure high academic standards

Meet Our Governors

The Governing Body at Speen C of E School is formed from different areas of the community. It is made up of Foundation governors, an Ex-officio governor (the minister at St John's Church), parent governors, a governor nominated by the Local Authority, a staff governor and the Headteacher. All governors are elected for a four-year term of office.

Governors play a very valuable and important role in the support of our school. They meet regularly and work closely with the Headteacher and school staff. The responsibility for the actions and decisions of the governing body lies with the whole governing body not with individual members. Governors are appointed or elected by specified bodies or groups, as listed below, but they are not delegates and are free to vote according to their own wishes.

Foundation governors are appointed by the church or Diocese to ensure that the Christian character of the school is preserved and developed. Parent governors are elected by other parents. They don't have to stand down if their child leaves the school before the end of their term of office. Parents including carers, of pupils at the school are eligible to stand for election as parent governors whenever such a vacancy arises. Both teaching and support staff paid to work at the school are eligible to stand for election as a staff governor. The Headteacher is a staff governor by virtue of their office; the Headteacher may choose not to be a governor but retains the right to attend all governor meetings.

The clerk to the Board of Governors is Rachel Lawson.

None of the governors have any business or pecuniary interests relating to their duties as a governor nor do they act as a governor at any other educational establishment, with the exception of the Reverend Canon Anthony Bundock who serves on the board of governors at St John's C of E School, Lacey Green.

Agendas and minutes of all governor meetings are available from the school office

Speen CE School Full Governing Board Committee Grid - updated 13 April 2022

SPEEN C OF E COMMITTEE GRID 2022/2023					
Governors	Category of Governor	Appointed by	Positions on Governing Board	Date of Appointment	Expiry of Terms of office
Eamonn Barrett	Local Authority	Bucks Council	Chairman & Safeguarding Governor	11 June 2019	10 June 2023
Lisa Davies	Headteacher	By Virtue of Office	Headteacher	January 2023	
Deborah Hayman	Curriculum & Standards	By Virtue of Position	Staff Governor	January 2023	January 2026
Paul Oborn	Foundation Governor	Parochial Church Council	Vice Chair	April 2019	April 2023
Helen Davies	RE & EYFS	Diocese	Early Years Governor, Maths Governor	9 May 2022	8 May 2026
Louise Fox	Curriculum & Standards	Parents		1 Feb 2022	31 Jan 2026
Jessica Walsh	Pre-School	Parents	Pre-School and Communications & Marketing	01 October 2019	01 October 2023
Rev. Canon Anthony Bundock	Ex-Officio	By virtue of position	SEND Governor		
Caroline Tuck	Development	Parochial Church Council	Development Governor	14 July 2021	13 July 2024
Alastair Blundell	Foundation Governor	Parochial Church Council	SIAMS Governor	01 November 2019	1 November 2023
Susan Seward	Foundation Governor	Oxford Diocese	Equality and Diversity Governor	01 October 2019	01 October 2023

The table below sets out the number of Full Governing Body and committee meetings attended by each Governor, during the academic year 2021/22, with the number of such meetings they were eligible to attend in brackets.

* Denotes that the Governor is not a member of that committee

Governors	FGB	Finance	Curriculum	Pastoral	Premises & H/S	Comms/ Marketing	Performance Management	Admissions	General Purposes
Eamonn Barrett	3 (3)	5 (5)	*	*	*	*	*	1 (1)	1 (1)
Lisa Davies	3 (3)	5 (5)	1 (1)	3 (3)	*	1 (1)	1 (1)	1 (1)	1 (1)
Paul Oborn	(3)	*	*	3 (3)	4 (4)	*	1 (1)	*	1 (1)
Caroline Tuck	(3)	*	*	3 (3)	*	*	1 (1)	*	1 (1)
Susan Seward	(3)	*	*	*	3 (3)	*	*	*	1 (1)
Rev. Canon Anthony Bundock	(3)	*	*	3 (3)	*	*	*	*	1 (1)
Alastair Blundell	(3)	5 (5)	*	*	4 (4)	*	*	*	1 (1)
Helen Davies	(3)	*	1 (1)	*	*	1 (1)	*	1 (1)	0 (1)
Jessica Walsh	(3)	*	1 (1)	*	*	1 (1)	*	1 (1)	0 (1)
Louise Fox	(2)	*	1 (1)	*	*	*	*	*	0 (1)

The three core functions of the Governing Body are 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;
- Oversee the financial performance of the school and making sure its money is well spent.

The Headteacher is accountable to the Governing body and is responsible for the: -

- Day to day running of the school.
- Implementation of school policies.
- Implementation of the school curriculum.

Strategic

The governing body sets out the aims and overall objectives of the school, looking at how it should best develop. This is achieved through the agreement of the annual school development plan, which sets out the school's priorities for the year alongside various targets. These are monitored and reviewed on a regular basis against the stated aims and objectives.

Critical Friend

The governing body works with the Headteacher, so that a clear understanding of the challenges faced in managing the school is used in setting the schools aims and objectives. The governing body sensitively questions and challenges in a positive manner, and it is the governing body's intent that these challenges will be accepted as a positive input into school management. The governing body sets out to achieve a trusting and mutually respectful relationship between the governing body, the Headteacher and the staff.

Accountability

The school has many stakeholders – the primary ones being the pupils. The governing body shall adopt a professional attitude and ensure that its' competence and efforts are used collectively to deliver benefit to the school's pupils and other stakeholders. The governing body is accountable and answerable to the pupils' parents/carers, the Local Authority, the Diocese of Oxford and the wider community, for the way the school is run.

The governing body has numerous statutory responsibilities including being responsible for the conduct of the school. There are various school policies and processes that support the specific responsibilities of the governing body within Speen School. The governing body sets the school's policies and targets, and regularly monitors and evaluates how the school meets its objectives and targets within the School development plan.

Committees

To enable the governing body to fulfil its responsibilities, a number of committees have been established that cover all aspects of school governance. The committee structure ensures that the Full Governing Body (FGB) is made aware of the main issues from each area of the school and is informed in order to make key decisions and policy revisions as a whole when required. The principal committees and the members for **2022/23** are:

General Purposes Committee

Comprising all governors, we meet termly to discuss anything that we feel is of current importance and requires the input of all governors.

Curriculum Committee

Lisa Davies, Deborah Hayman, Helen Davies, Louise Fox, Jess Walsh

The Curriculum Committee monitors the impact of each subject area including RE as a church school, looking at the data available on the progress of pupils and raising challenges as appropriate. The committee ensures that the needs of all pupils and different inclusion groups are being addressed. The utilisation of the school's pupil premium allocation is reviewed by the Curriculum Committee to ensure that it supports any pupil or groups of pupils that are considered to have the most need. The committee considers the breadth and depth of the curriculum, completed and planned staff CPD, and the use of ICT and other resources. A main focus of the committee is the planned actions during the next term and beyond and to ensure that visits to the school are made to inform their discussions. On an annual basis, the committee also reviews and updates where necessary, any of the school policies which are of a curriculum nature.

Admissions Committee

Lisa Davies, Helen Davies, Jess Walsh

The Admissions Committee sets the school's admission policy for each academic year and ensures that it is adhered to. Members of the admissions committee address any admission decisions, ensuring that applicants are responded to in line with the national Admissions Code.

Finance Committee

Eamonn Barrett, Lisa Davies, Alistair Blundell

One of the statutory responsibilities of Governors is to approve and review on an ongoing basis, the school's annual budget. Every

finance committee meeting therefore includes a review and challenge of the actual spends to date compared to the planned budget, to ensure that the school is being financially responsible. Any non-routine expenditure items are also discussed. On an annual basis, the committee also reviews and updates, where necessary, any of the school policies which are of a finance nature.

Pastoral

Lisa Davies, Caroline Tuck, Paul Oborn, Rev. Anthony Bundock

This committee is primarily responsible for staff and pupil welfare and handles recruitment, monitors performance reviews, attendance and updates various policies linked to human resources (HR), Safeguarding and Equality. Collective worship is monitored by the Pastoral committee, to ensure it impacts the lives of all within the school community.

Premises, Health and Safety

Alastair Blundell, Paul Oborn, Susan Seward.

The Governing body set up the Premises and Health & Safety committee to proactively manage the ongoing provision of a safe, healthy and supportive environment for the education of the children and the welfare of staff and visitors. As well as assisting the Headteacher with risk assessments the Governors are also trained in safeguarding issues so able to provide additional support and perspective ensuring the security of both children and data. The knowledge and skills that the Governors bring from involvement within commercial life, ensures that the school benefits from appreciation of the latest technologies and the ability to critically assess proposals by the Local Authority's approved suppliers. The school is constrained by the budget provided and the Premises and Health & Safety Committee supports the Headteacher with prioritisation of the tasks. They review all policies which are linked to health and safety.

Communications and Marketing

Lisa Davies, Jessica Walsh, Helen Davies

Principally works to promote Speen Church of England School within the local community and to ensure that the Headteacher is fully supported in the task of achieving a full pupil roll. We draft promotional material, which reflects the ethos of the school. We

explore opportunities to promote Speen CE School and consider opportunities to raise the profile in the local media and promote links with the village community. We are also responsible for maintaining an up-to-date and DfE compliant website for the school and conducting parent, staff and pupil surveys.

Governor Visits

The purpose of governor visits is to foster good relationships with the staff and pupils and to fulfill the governing body obligation to monitor and evaluate the effectiveness of the school and its' curriculum. During these visits, which include lunches with the children, we do not, however, make judgments about the quality of teaching or the progress of individual children. Governors have a target to individually visit school each term to inform their knowledge and triangulate statements from the Headteacher's reports. Formal written reports are presented to a committee or the full governing body to provide feedback to the rest of the governing body.

Governor Training

All governors are required to undertake regular training (ideally each term) to enable them to exercise their duties effectively. This is a vital part of being a school governor and by doing this we keep up to date with continual developments happening across all areas of education provision. Additionally, a whole governor training session is organised annually on different topics related to governance.

