



What do Governors do?

The governing body works with the Senior Leadership Team and the staff at the school to make sure the school provides good quality education for all its pupils and constantly strives to improve. Governors don't need specialist skills, just an ability to listen, think through new ideas, and decide what's best for the school as part of a team.

They need to set high expectations and ask challenging questions, but are not expected to make day to day decisions about how the school is run. That's the job of the headteacher and senior staff.

The 3 key roles of a governing body are to:

- provide strategic direction for the school;
- support the headteacher, but constantly look to raise standards;
- ensure accountability.

How much time does it take?

The term of office for a school governor is normally four years.

Governors need to be able to give some time to go to meetings and read the paperwork.

St Leonard's RC Primary School has a Full Governing Body meeting once a half term (about 2 hours)
The Finance and Personnel Committees meet once a term.

Governors are strongly encouraged to visit the school to help them get to know and understand how the school works, and to monitor school improvement. They attend special occasions such as assemblies, liturgies, sports days, plays and presentations.

Many of our governors attend the weekly Golden Assemblies, liturgies and the focus days we have during the term.

Governors take the head and deputy head's advice on educational matters because this is their expertise, and constantly work together with her towards improving the School and making sure **all** the pupils at St Leonard's RC Primary School are making as much progress as they possibly can and achieve the best they can.

Questions governors might ask:

- How is teaching improving over time?
- What is the school doing to develop teachers and support staff?
- Are the children making progress?
- How are vulnerable groups of children doing in terms of their progress?
- How is the budget being spent?
- What are the key priorities?
- Are all children safe and healthy at school so they can learn really well?
- Is the staffing structure helping our pupils achieve?

This sounds like a lot of discussion and decision-making, but it's not always easy because the money St Leonard's RC Primary School receives each year is decreasing and there's not enough money to tackle everything so we have to prioritise.

Here are visible activities you may see Governors doing in School:

- job interviews for new staff;
- reviewing the school's progress ;
- evaluating the school policies and procedures;
- monitoring the School Improvement Plan;
- writing reports from classroom visits;
- meeting with teachers or pupils;
- studying and analysing pupil / class progress data;
- checking health & safety around the school;
- speaking to Ofsted and other external agencies about current trends in the school during an inspection.

As a faith school Governors also have the responsibility of ensuring RE, Collective Worship and the Catholic Life of the school continue to develop.

A Typical Meeting Agenda

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Previous Meeting
4. Matters Arising from the Minutes
5. Use of Chair's Emergency Powers and Urgent Matters by Reason of Special Circumstances
6. Head Teacher's Report to Governors
7. School Exit Data 2014/2015
8. School Improvement Plan update
9. Health and Safety
10. Link Governor Feedback
11. Feedback from Committee Members
12. Review of Business and Pecuniary Interests
13. Governing Body Membership Update
14. Resignations, Vacancies, Appointments and Re-appointments
15. Future Meeting Dates



As you will see the head teacher has to prepare a report each half term. This details information and progress in the areas of:

- Leadership and Management
- Teaching, Learning and Assessment,
- Personal Development, Behaviour and Welfare
- Early Years