

## The Role of a Governor

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Governors are jointly responsible for the conduct of St Charles School, ensuring that the best possible Catholic education is provided for the pupils attending the school. This means the school is run in such a way that its religious character is preserved and developed, and that pupils obtain high standards of academic achievement.

The governing body is a corporate entity and acts as a group. Each member has a right to participate in all aspects of school governance. Although school governors are appointed or elected by different groups, they are not delegates and their central concern must be the welfare of the school as a whole.

To facilitate excellent governance, governors are advised to work with local authorities and to undertake training with them where the training is relevant to voluntary aided schools.

**The Ofsted Framework** describes the 3 main roles of governors

- **To provide a strategic view** - setting aims and objectives for the school; establishing policies and targets to achieve them; monitoring, evaluating and reviewing the progress of the school
- **To act as a critical friend** to offer challenge to the school but also support; to work in partnership with the head teacher but to ensure all responsibilities are carried out efficiently and legally
- **To ensure accountability** - working with the head teacher, governors need to focus on finding the answers to the questions 'How well are we doing?' and 'How can we do better?'

### **Catholic Schools**

The governing body in a Catholic school is also required to **promote and develop the Catholic identity of the school**

In accepting an appointment, a governor takes on a serious responsibility. St Charles is fortunate to have a thriving and very committed governing board.

### **Who are the Governors?**

St Charles Catholic Primary School is a Voluntary Aided School.

As at November 2016 the governing board consists of:

- 6 Foundation governors
- 3 parent governors
- 1 Local Authority (LA) governor
- 1 staff governor
- the Head Teacher

### ***Foundation Governors***

These are governors nominated by the parish priest and then appointed by the Bishop of Salford. They serve for 3 years.

Noreen Collins (chair of governors)  
Mgr Paul Smith  
Stuart O'Brien (Vice Chair)  
Susan Beardshaw  
Marie Parsonage  
Christine Wheelton

### ***Parent Governors***

Parents elect these governors. Parent governors serve for 4 years and are entitled to complete their full term of office even when their child leaves St Charles. These governors do not have any direct duty to represent the particular views of parents. They are charged with working within an ethos of collective responsibility as individual members of one governing body.

Liz Verghese  
Martin Wardle  
Glen Cahill

### ***Local Authority (LA) Governor***

The LA has a right to appoint one of these governors. This governor is there to provide a voice for the LA in decisions that are taken but is not directly required to express the views of any specific political party. This governor serves for 4 years.

Elizabeth Collins

### ***Staff Governor***

School staff elect this governor. A staff governor is not required to speak on behalf of the staff but is to act collectively with all members of the governing body in making decisions. The staff governor is also an employee of the governing body so potential conflict is to be avoided. The staff governor cannot vote on decisions that directly affect staff pay, staff disciplinary matters or any other staff employment decisions. The staff governor serves for 4 years.

Gisella Steedman

### ***Head teacher***

The head teacher does not have to be a governor. If they choose to be a governor (most often they do) they may only remain a governor whilst they are employed at the school. The head teacher is also an employee of the governing body so the same voting restrictions apply as to the elected staff governor.

Clare Campbell

### **How Often Does The Governing Board Meet?**

The full governing board meet 3 times a year, once per term.  
The 2 committee's (Staffing & Finance and Curriculum & premises) meet once per term prior to the full governing board meeting.  
Other committees meet as required.

The governors employ a clerk from the LA who is responsible for ensuring that meetings are conducted in accordance with the law and that they are correctly minuted.

### **What Other Responsibilities Do Governors Have?**

Some individual governors also have a specific monitoring responsibility. These governors make links with staff who are responsible in school for different areas. For example, Child Protection, Looked after Children, Special Educational Needs, Health and Safety, Religious Education, Literacy and Numeracy etc.

All governors with specific responsibilities report back to their committees once a year. Committees report back at each full governing board meeting.

### **How Can Parents View The Work Of The Governing Board?**

The approved minutes from the full governing board meetings can be accessed following a request to the headteacher. In this instance parents will be invited into school to read a hard copy of the minutes.

**Approved minutes from each meeting are available asap after the meeting takes place.**

### **How Can Parents Express Ideas or Concerns To The Governing Board ?**

If a parent wishes to know more about the **role of a governor** then any member of the governing board would be happy to answer this question.

If a parent wishes to **express an idea or concern about the school as a whole**, then this is a matter for the full governing board, not the responsibility of individual governors. If the need arises please write down your idea/concern, place it in an envelope addressed to Noreen Collins (Chair of Governors) and hand it in to the school office. These matters can then be dealt with collectively at the next full governing board meeting.

Please note – the governing board is responsible for the **school as a whole**. Any issues a parent may have about their child must be dealt with via the class teacher and/or headteacher.

*Thank you for your support!*

*Noreen Collins  
Chair of Governors*