

Governor Role Description: Strategic Lead for Resources: Aaron Twaits

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
- Comply with the Code of Conduct

Strategic Lead for resources is expected to:

- Liaise closely with the School Financial Officer to monitor the budget, especially the monthly FMRs.
- To support the budget setting process in partnership with the headteacher, finance officer and CoG.
- To lead the audit for the SFVS for the FGB in liaison with the School Finance Officer.
- Monitor all the school's financial systems and procedures to ensure that the school meets all the statutory requirements for financial probity.
- Provide regular reports that will help the FGB to know about and ask and answer appropriate questions such as:
 - Are resources allocated in line with the school's strategic priorities?
 - Does the school have a clear budget forecast, ideally for the next three years, which identifies spending opportunities and risks and sets how these will be mitigated?
 - Does the school have sufficient reserves to cover major changes such as restructuring, and any risks identified in the budget forecast?
 - Is the school making best use of its budget, including in relation to planning and delivery of the curriculum?
 - Does the school plan its budgets on a bottom up basis driven by curriculum planning (i.e. is the school spending its money in accordance with its priorities) or is the budget set by simply making minor adjustments to last year's budget to ensure there is a surplus?
 - Are the school's assets and financial resources being used efficiently?
 - How can better value for money be achieved from the budget?

Governor Role Description: Strategic Lead for pupil achievement: Andrew Turner

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
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Strategic Lead for pupil progress is expected to:

- Liaise regularly with the SLT members with responsibility for assessment and SEND to ensure current school performance data, and other evidence, shows that targets for progress and attainment for all groups of children, including PPG pupils and pupils with SEND, are on track.
- To support the target setting process in liaison with the SLT and CoG
- To support all governors to understand the RoL/Data Dashboard information.
- To monitor the school's systems of assessment, moderation and tracking to ensure they are robust and efficient
- To prepare regular reports for the FGB so that governors know or can ask/answer the following:
 - Which groups of pupils are the highest and lowest performing, and why? Do school leaders have credible plans for addressing underperformance or less than expected progress? How will we know that things are improving?
 - How is the school going to raise standards for all children, including the most and least able, those with special educational needs, those receiving free school meals, boys and girls, those of a particular ethnicity, and any who are currently underachieving?
 - Which year groups or subjects get the best and worst results and why? How does this relate to the quality of teaching across the school? What is the strategy for improving the areas of weakest performance?

Governor Role Description: Strategic Lead for Community and Communications: Carol Edmans

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
- Comply with the Code of Conduct

Strategic lead for

Community and Communications

- Will monitor the school's website to ensure it is user friendly and publishes all statutory information clearly and effectively.
- Will seek out and promote opportunities to raise the profile of the school within the local community and lead initiatives to seek sponsorship or fundraising that the FGB decides to pursue.
- Will lead on ways to gather the views of different stakeholders.
- To monitor and promote the specific values of the Co-operative Trust so they are upheld and reflected in the work of the FGB and the daily life of the school.
- Provide the FGB with regular reports so that they know about and can ask and answer questions about
 - the school's communication systems and organization,
 - how well we communicate with and are engaged with our immediate and wider community.

Governor Role Description: Strategic Lead for Safeguarding: Steve Turnbull

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
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The Governor with Strategic Lead for Safeguarding will

- Liaise with the HT and school admin officer to check all statutory requirements for safeguarding are met and that staff and governors have undertaken appropriate and sufficient training.
- Monitor the processes and procedures the school has set up to meet the statutory requirements for a SCR, safer recruitment including DBS, Child Protection including e-Safety, children's welfare to ensure efficiency and rigor. On the quality of safeguarding
- Take account of the opinion of staff, pupils and parents
- Provide regular reports so that the FGB knows about and can ask and answer questions on
 - the robustness of the school's safeguarding processes.

Governor Role Description: Strategic Lead/s for Premises and on site Health and Safety: Adam Boshoff

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
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The governors with lead responsibility of the school premises will

- Liaise with school staff members responsible for maintaining the general maintenance of the school buildings and site checks to be able to monitor that all the statutory checks take place in a timely manner.
- Monitor risk assessments on premises issues and the progress of any scheduled maintenance plans through liaison with school admin staff and opinions of members of staff, parents and children
- Report regularly to the FGB on the so that the governors know about and can ask and answer questions on the
 - general state of the premises, work schedules and be confident that the site is as safe as possible and all risks assessed, evaluated and minimized so that children, staff and visitors are safe when on Moss Lane School premises.

The governors with lead responsibility of the school Health and Safety will

- Liaise with school staff members responsible for managing risk assessments and the maintenance of H&S checks to be able to monitor that all the statutory checks, provision of resources and training take place effectively and in a timely manner
- Report regularly to the FGB on the H&S checks carried out so that the governors know about and can ask and answer questions on
 - the statutory H&S requirements and be confident that the site is as safe as possible,
 - effective systems are in place and all risks identified and evaluated and minimized so that children, staff and visitors are as safe as possible when on Moss Lane School premises or on school organized events off site.

Governor Role Description: Strategic Lead for Curriculum and Curriculum Development: James Bingham & Nicola Riley

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
- Comply with the Code of Conduct

The governor with a strategic lead for the curriculum and curriculum development will

- liaise closely with the SLT member responsible for curriculum development to ensure that the school is providing a broad and balanced curriculum that meets statutory requirements of the Primary Curriculum and the values and ethos of the school.
- liaise with the subject leaders of the core curriculum areas that are a key priority in the current year's SDP to monitor the progress of their action plans.
- Monitor the impact of any new resources on the provision in classes, including talking to children and teachers.
- Report regularly to the FGB so that governors know and can ask and answer questions about
 - the impact of action plans and investment on the provision of learning and teaching.
 - the implementation & provision of statutory curriculum areas
 - the impact of new resources and new curriculum approaches

Governor Role Description: Strategic Lead/s for Leadership: Elaine Joyce

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
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The governors with lead responsibility of the school leadership will

- Meet regularly with the HT to discuss the quality of leadership across the school
- With the HT monitor the effective progress of the SDP and impact of CPD
- Monitor the Performance Management processes and how they impact on school improvement
- To meet with SLT and MLs to discuss how they impact on the development and progress of the SDP
- To listen to the staff voice to ensure staff well-being and morale is good and that home/work balance is appropriate.
- Ensure the Governing Board is effective in meeting its statutory responsibilities , meetings are focused and that carries out its monitoring and support role robustly
- Provide regular reports to the FGB on the school's processes designed to develop effective and efficient leadership at all levels across the school.

Governor Role Description: Strategic Lead for pupil well being: Laura Edmonds

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
- Participate in panels/working groups to support the work of the GB
- Comply with the Code of Conduct

The governor with strategic lead for Pupil Well Being will

- Liaise regularly with the HT to ensure all the statutory requirements pertaining to behavior & attendance are in place
- Monitor the policies in place to ensure there are robust and accurate processes to encourage good attendance and positive behaviour.
- Monitor the effectiveness of transition arrangements into EYFS , into KS1 and on to KS2
- To monitor aspects of school provision that aim to support children's well being
- Report regularly to the FGB so that they know about and can answer and ask questions about the policies and procedures that are statutory as well as the robustness of school procedures and provision that help children to develop a sense of well-being.

Governor Role Description: Chair of Governors

All governors are expected to

- Attend all FGB meetings
- Undertake regular training
- Read circulated documentation prior to meetings
- Participate in discussions offering ideas and asking questions for clarity as well as challenge.
- Make a governor visit to school at least termly
- Take responsibility for supporting / monitoring at least one specific area
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- Comply with the Code of Conduct

The Chair of Governors will

- Ensure an efficient and well informed Governor team with the appropriate skills able to hold the school to account, to offer support and to challenge the school to become an exceptionally good community school.
- To run effective and purposeful meetings that help to progress the work of the professional school staff and meet the statutory requirements for Governing Bodies.

Governor Role Description January 2019

- Work closely with the Clerk to the Governing Body to prepare agendas and documentation /information required to run effective meetings.
- Monitor the local and national agenda and any changes in legal requirements so that the governors are always aware of their current responsibilities and that of school leaders.
- Monitor the processes for appraisal and performance management
- To meet with the HT on a regular basis to maintain a good knowledge and understanding of the strengths and needs of the school.
- Liaise closely with the HT and members of the SLT to monitor, review and evaluate the impact of practices, policies and procedures identified in the SDP on the progress that children make.
- To prepare an annual impact report on the work of Governing Body