

ST PETER'S CE HESWALL PRIMARY SCHOOL

GOVERNANCE

St Peter's CE Heswall Primary School is a Voluntary Aided School.

The Governing Board reconstituted on 1 September 2015, based on a membership of 12 governors with seven Foundation governors, one Headteacher governor, one staff governor, one LA governor and two parent governors.

There are four compulsory stakeholder groups –

FOUNDATION GOVERNOR

The Parish Rector is a Foundation Governor by virtue of his office.

The Diocesan Board of Education appoints Foundation Governors.

In the event of a vacancy occurring, it is acceptable for the clergy member or the school to suggest to the Diocesan Director of Education a person who has the relevant skills and experience and is willing to fulfil the role of Foundation Governor.

PARENT GOVERNOR.

The parents/carers of all registered pupils at the school are eligible to stand for election as **PARENT GOVERNOR.**

Parent Governors are elected by other parents/carers at the school.

A ballot is held if more than one nomination is received.

STAFF GOVERNOR

The headteacher is an ex-officio member of the governing board by virtue of his office and is included in the staff category.

Teaching and support staff who are paid to work at the school are eligible for **STAFF GOVERNORSHIP.** Staff governors are elected by the staff. A ballot is held if more than one nomination is received.

LOCAL AUTHORITY (LA) GOVERNOR

The governing board sets out the eligibility criteria for an LA governor and presents this to the Local Authority. The LA identifies a person who meets the criteria and nominates that person. If the governing board is satisfied that the nominee matches the criteria, the governing board makes the appointment. The governing board can choose to reject the person if the eligibility criteria are not met.

TERM OF OFFICE

With the exception of the Headteacher and the Parish Rector, Governors are appointed for a term of four years.

THE DUTIES AND RESPONSIBILITIES OF THE GOVERNING BOARD

The Governing Board is responsible for the three core functions –

- to provide a largely strategic role in the running of the school, ensuring clarity of vision, ethos and strategic direction;
- to hold the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff;
- to ensure the accountability of the governing board to the parents and of the Headteacher to the governing board.

The Governing Board meets at least once in each term.

The Chair of the Governing Board for 2019/20 is Lindsay Howe.

The Vice Chair of the Governing Board for 2019/20 is Jason Laws.

Decision making:

As the accountable body, the governing board is the key decision maker. It may delegate operational matters to executive leaders and governance functions to committees or in some cases to individuals, but the board as a corporate entity remains accountable and responsible for all decisions made and executive leaders operate within the autonomy, powers and functions delegated to them by the board.

GOVERNORS' COMMITTEES

The Governing Board delegates some of its responsibilities to Governors' Committees.

There are three standing committees: The Assets Committee, the Standards Committee and the Buildings/Health and Safety Committee. Each Committee meets at least once a term and reports to the governing board on its work and actions taken or decisions made. Each Governor is a member of at least one Committee.

The Assets Committee, working in partnership with the Headteacher, is responsible to the Governing Board for overseeing, monitoring, reviewing and evaluating the school's finances and assets, [ie the whole school staff, the buildings and grounds, the delegated budget]; devising, monitoring and reviewing the school's staffing complement ensuring that it meets the needs of the pupils and is within the school's budgetary allocation, and for ensuring that the data on staff held by the school complies with General Data Protection Regulations [GDPR].

The Chair of the Assets Committee is Michael Donnan

The Standards Committee, working in partnership with the Headteacher, is responsible to the governing board for determining the school's Admissions Policy, the criteria for *admissions, ensuring compliance with admissions legislation and the admissions' code; for monitoring the quality and delivery of the national curriculum and the impact on standards and pupils' achievements; for reviewing the arrangements for safeguarding children and promoting their welfare; for ensuring that adequate provision is made for children with special educational needs/disabilities; for monitoring the provision for and the progress and attainment of children who are looked after and children who are disadvantaged; and for ensuring that the data on pupils held by the school complies with General Data Protection Regulations [GDPR].

[*NB: Wirral Local Authority administers the admission process on behalf of the school]

The Chair of the Standards Committee is Helen Clough.

The Buildings/Health & Safety Committee, working in partnership with the Headteacher and in liaison with the Assets Committee, is responsible to the Governing Board for monitoring and reviewing the school's plans, policies and procedures relating to the premises and grounds; ensuring that adequate budgetary provision is made to maintain the school premises and grounds, equipment and materials at a safe standard at all times; undertaking an annual audit of health and safety ensuring that recommendations are actioned promptly and for monitoring the progress of the action plan.

The Chair of the Building/Health & Safety Committee is Jason Laws.

ST PETER'S CE PRIMARY SCHOOL - GOVERNORS' DECLARATIONS:

FULL NAME	TERM OF OFFICE	APPOINTED BY	RELEVANT BUSINESS/ PECUNIARY INTERESTS	ROLES IN OTHER EDUCATIONAL ESTABLISHMENT S	MATERIAL INTERESTS ARISING FROM RELATIONSHIPS BETWEEN GOVERNORS, OR RELATIONSHIPS BETWEEN GOVERNORS AND SCHOOL STAFF [INCLUDING SPOUSES, PARTNERS AND CLOSE RELATIVES.]
DARREN JONES Headteacher	Ex-officio [from 01.01.2018]	The Governing Board	None declared	None declared	None declared
MARTIN CANNAM Heswall Parish Rector	Ex-officio [from 01.09.2015]	The Diocese of Chester	None declared	Assemblies at Gayton and Heswall Primary Schools	None declared
EMMA BIRMINGHAM	Four years to 01.10.2021	The Whole School Staff	None declared	None	None declared
HELEN CLOUGH	Four years to 15.11.2019	The Parent Body	None declared	Employed as Lecturer at Liverpool University	Secretary, Friends of St Peter's [PTA]
MICHAEL DONNAN	Four years to 16.11.2020	The Diocese of Chester	None declared	None declared	Spouse employed by school in ancillary

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LINDSAY HOWE	Four years to 31.08.2021	The Diocese of Chester	None declared	None declared	None declared
JASON LAWS	Four years to 20.11.2020	The Parent Body	None declared	None declared	None declared
NICOLA GRIFFITHS	Four years to 17.12.2022	The Diocese of Chester	None declared	Employed at Upton Hall School, FCJ, as Assistant Headteacher.	None declared
ANITA GILLEN	Four years to 17.12.2022	The Diocese of Chester	None declared	None declared	None declared
SOPHIA NELSON	Four years to 16.09.2023	The Diocese of Chester	None declared	None declared	None declared

PERSONS WHOSE TERM OF OFFICE HAS ENDED OR WHO HAS STEPPED DOWN IN THE PAST TWELVE MONTHS

STEPHEN KIRK	Stepped down 17.09.2019.	The Diocese of Chester	None declared	None declared	None declared
ANDREW BUCKLE	Stepped down 31.08.2017	LA/Governing Board	None declared	None declared	Spouse employed by school as a teacher