

THE DUTIES AND RESPONSIBILITIES OF THE GOVERNING BOARD

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.

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 2021/22 is Nicola Griffiths.

The Vice Chair of the Governing Board for 2021/22 is Paul Craven

THE SCHEME OF DELEGATION

I THE GOVERNORS' COMMITTEES

Governing Boards are best placed to decide how they can work effectively in their own circumstances. The Governing Board of St Peter's CE Primary School delegates some of its statutory functions to Committees.

The membership of Committees is based on the governor's interests, skills and experience. There are three standing committees - The Assets Committee, the Standards Committee and the Buildings/Health & Safety Committee. The Committees meet at least once a term and report to the governing board on its work and actions taken or decisions made.

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, for complying with health and safety legislation, 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 is responsible to the Governing Board for ensuring that the school takes all reasonable steps to maintain the school's buildings, grounds, equipment and materials in a safe condition and does not contravene health and safety regulations.

The Chair of the Health & Safety Committee is Dr Sophia Nelson.

There are two Statutory Committees which meet as and when required.

THE FIRST COMMITTEE fulfils the Governing Board's statutory responsibilities for staff and pupil discipline, staff dismissals, redundancy, grievances and deals with complaints.

The Chair of the First Committee is the Vice Chair of Governors, Paul Craven.

THE SECOND COMMITTEE fulfils the Governing Board's statutory responsibility to hear appeals against decisions of the First Committee, and forms a Pay Appeal Committee when required.

The Chair of the Second Committee is the Chair of Governors, Nicola Griffiths.