

WHY WE HAVE GOVERNING BODIES

The government made it compulsory for each school in England and Wales to have a governing body. The Governing Body is responsible for the overall leadership and management of the school.

WHERE GOVERNORS COME FROM

Members of School Governing Bodies are valued volunteers and are part of the biggest volunteer force in the country, bringing together a wide variety of skills, experience and expertise for the benefit of our schools.

The Schools Act says that all those with an interest in education must accept responsibility for the organisation of schools, and points out that parents and members of local communities are often in the best position to know what a school really needs and what its problems are. This is why every school must have a governing body and why there are different types of governors.

TYPES OF GOVERNORS

- ✿ **Parent governors** – parents with a child at the school, elected by parents
- ✿ **Staff governors** – head (if s(he) chooses) + members of the school elected by the school staff
- ✿ **LA governors** – appointed by the Local Authority (LA)
- ✿ **Community governors** – people who live or work in the community served by the school appointed by the governing body

WHAT A GOVERNING BODY DOES

Governing Bodies are responsible for the **overall leadership and management** of the school and for ensuring that all those connected with it are working together to raise standards.

It is the responsibility of the Governing body :

- to promote a high standard of educational achievement
- to develop the school's good performance and ethos
- to set targets for pupil achievement
- to ensure the curriculum is balanced and broadly based and particularly that the National Curriculum is taught
- to report on pupils' achievements in National Curriculum assessments and examination results
- to draw up an action plan after an OFSTED inspection
- to manage the school's budget, including numbers of staff and their pay
- to foster links with parents
- to develop a home-school agreement
- to approve the prospectus
- to establish and keep under review arrangements for keeping pupil records
- to monitor pupil attendance
- to monitor pupil behaviour
- to participate in the appointment of staff (including the head teacher)
- to regulate staff conduct and discipline
- to ensure the health, safety and welfare of staff and students
- to take responsibility for the premises, ensuring that they are safe and secure internally and externally
- to develop a School Travel Plan
- to fix the starting and finishing times of the school day
- to oversee the work of the Special Educational Needs Coordinator (from September 2009)

HOW GOVERNING BODIES PERFORM THEIR FUNCTIONS

The Governing body can perform its duties and use its powers in three ways. It can

1. decide matters for itself
2. refer matters to a committee of the governing body who will report back to the full Governing body
3. refer them to the headteacher.

EDUCATIONAL TERMS

Governors have to become familiar with many educational terms, such as:

Key stages

Key stages are the four stages of pupils' progress in acquiring knowledge and skills as set out in the national curriculum.

Foundation stage	3 to 5 years	Nursery/Reception
Key Stage 1	5 to 7 years	Years 1 and 2
Key Stage 2	7 to 11 years	Years 3,4,5 6
Key Stage 3	11 to 14 years	Years 7, 8 and 9
Key Stage 4	14 to 16 years	Years 10 and 11

DCSF	Department for Children, Schools and Families
ETA	Educational Teaching Assistant
HMI	Her Majesty's Inspector(s) of Schools
ICT	Information and Communication Technology
INSET	In-service Education and Training
LA	Local Authority
NQT	Newly Qualified Teacher
OFSTED	Office for Standards in Education
SATs	Standard Assessment Tests
SEN	Special Educational Needs

ACCOUNTABILITY

Governing bodies are accountable to:

- the Local Authority (which maintains the school)
- the parents
- the pupils
- the community served by the school
- the staff of the school

SCHOOL GOVERNING BODY



INFORMATION LEAFLET FOR PARENTS

Devised by the Governing Body of Rowley Lane JIN School