

DELEGATED POWERS AND RESPONSIBILITIES

FULL GOVERNING BODY

- Develop the school's own distinctive vision & values consistent with the Trust
- Develop an annual SIP which supports the strategy/plan for the Trust
- Contribute to MAT policies and action plans
- Contribute to external reviews and subsequent action plans
- Compliance with schemes of delegation
- Monitor admission numbers and compliance with policy
- Preparation of reports for the Trust Board
- Monitor effective use of ICT in the academy
- Monitor implementation and impact of strategies locally
- Detailed monitoring of complaints and monitoring of Trust action plans to mitigate in future
- Self-review and skills audit
- Monitor local engagement of stakeholders – report up to Board
- Monitor school performance and improvement using KPIs and SIP targets, dashboard. HR
- Monitor progress towards pupil level/cohort targets and report to Board
- Monitor quality of teaching and learning locally and suggest remedial actions if required
- Monitor compliance and participate in audit
- Monitor local compliance with legislation
- Monitor implementation of policy in academy
- Local reporting of compliance concerns and incidents
- Monitor local compliance with policies and plans
- Monitoring staffing within agreed structures
- Ensure appraisal of staff is conducted in accordance with policy and regulations and targets are linked to student achievement
- Recommending pay progression and correlation with appraisal
- Participation in appraisal for Headteacher – gathering evidence and setting new targets
- Monitor local well-being and stress issues (H&S stress audit and PM) and recommend actions to Trust Board
- Annual budget plan
- Monitoring of actuals versus budget
- Detailed monitoring of expenditure, virements, income and cash flow
- Monitor auditing by responsible officer, third party or auditor of financial management
- Compliance with standards, policies including

✓ Single Equality Plan

In light of the drive for a standardised LGB reporting process the Agenda for each meeting can have the same headings as follows

1. Apologies etc
2. Minutes of last LGB meeting
3. Matters arising
4. Headteachers Report
5. Attainment and Progress
6. SIP and MLT plans
7. Finance Matters
8. Safeguarding and SEND
9. Reports from Groups
10. Governance – Training; Strategic Plan; Membership
11. Policies

(NB - lots of these items will cover more than one agenda items)

Meetings schedule - 4 Full LGB a year (Early and Late Autumn, Feb and June) to be finalised at meeting before.

GOVERNOR GROUPS

Each group need to meet 4 times per year in order to report to LGB who in term need to report to Trust Board. First meeting in Autumn Term also organises dates, programme and reviews policies. (NB as we have passed the first LGB these items should be done at next meeting.)

CURRICULUM GROUP

- Develop the school's own distinctive vision & values consistent with the Trust
- Contribute to MLT curriculum policies
- Monitoring of local impact of curriculum plans/schemes including intervention strategies. Report termly on Pupil Premium and SEND
- Monitor termly progress towards pupil level/cohort targets
- Monitor Class Governor notes of visits, summarise using SIP as template and report to LGB
- Monitor quality of teaching and learning through discussion about work scrutiny and pupil interviews and what actions are being taken
- Update and Develop next stage of Governors Strategic Development Plan Strand
- Compliance with standards, policies including
 - ✓ Drugs Education
 - ✓ Educational Visits
 - ✓ Exams
 - ✓ Expenditure of Pupil Premium
 - ✓ Teaching and Learning and Assessment for Learning
 - ✓ Curriculum Policy
 - ✓ Behaviour for Learning and Anti-Bullying Policy
 - ✓ Sex and Relationships Education

- ✓ SMSC
- ✓ Social Networking Policy
- ✓ e-Safety

RESOURCES GROUP

- Develop the school's own distinctive vision & values consistent with the Trust
- Monitor the site development plan and site maintenance
- Monitor the development of an asset register
- Inventory check and reporting
- Termly routine and regular H&S inspections
- Monitoring compliance with HR policies
- Safeguarding each term plus Audit in Autumn Term **and Safeguarding report (Summer Term?)**
- LAC monitoring – Report in Autumn Term
- Compliance with standards, policies including
 - ✓ Accessibility Policy
 - ✓ Staff Dress Code

WIDER COMMUNITY GROUP

- Develop the school's own distinctive vision & values consistent with the Trust
- Links with Partners and Stakeholders **especially PTA**
- School Profile
- Website and Newsletters
- Parental Involvement
- Monitor effectiveness of Governor-Class Link
- Update and Develop next stage of Governors Strategic Development Plan Strand

FOUNDATION GROUP

- Develop the school's own distinctive vision & values consistent with the Trust
- Local evaluation using SIAMS toolkit leading to action plans in faith schools
- Policies including - Collective worship and Diocesan Policies (where appropriate)

GOVERNANCE GROUP *(will meet monthly)*

- **Develop the school's own distinctive vision & values consistent with the Trust**
- **Monitor and Develop Governors Strategic Plan**
- **Oversight of LGB Agendas**
- **Governance – membership, organisation, induction, skills and training**