



## St Edward's C of E Academy LGB Responsibility Areas – 2021/22

As agreed at the meeting on 25.01.22

### It is agreed by all Governors that:

- The Board has corporate responsibility
- All Governors need to know about all areas of school life
- All Governors are involved in monitoring activities (according to the monitoring schedule and annual calendar)

It is recognised that in order to support the board in fulfilling its statutory responsibilities named Governors with specific responsibilities will be appointed, in accordance with the Scheme of Delegation (highlighted in yellow below).

### The Lead Governor/s will:

- Undertake a termly monitoring activity (or as determined in yearly calendar)
- Have up to date training, skills and knowledge of their responsibility area including relevant policies and statutory requirements
- Share their reports and identify any next steps or areas for discussion

### Governors undertake a proactive role in the following responsibility areas by:

- Reading and commenting on policies related to their responsibility area
- having up to date training, skills and knowledge of their responsibility areas
- being actively engaged in meetings by asking questions which ensure robust monitoring and development within the responsibility area
- working with relevant school members of staff.

### Governors will have the following to support them in their role:

Role Description      Trust advisors      Monitoring Schedule      Training opportunities      Annual calendar

RESPONSIBILITY AREA	FOCUS POINTS INCLUDE:		GOVERNORS	KEY STAFF CONTACT
<b>Quality of Education</b>	<ul style="list-style-type: none"> <li>Curriculum (three I's) Recovery and Development</li> <li>Remote Learning</li> <li>Data results: monitoring / analysis of all Year groups and pupil groups (inc. disadvantaged)</li> </ul>	<ul style="list-style-type: none"> <li>SEND (<b>Andria, Malcolm</b>)</li> <li>Pupil progress (including MA)</li> <li>Assessment</li> <li>Teaching</li> <li>Extra-curricular activities</li> </ul>	<b>Laura, Joy, Simon</b>	Annabel Day (AHT) Catharine Wensley (DHT) Ade Adewale (AHT)
<b>Behaviours and Attitudes</b>	<ul style="list-style-type: none"> <li>Behaviour (inc. exclusions)</li> <li>Attendance</li> </ul>	<ul style="list-style-type: none"> <li>Bullying</li> <li>Attitudes to learning</li> </ul>	<b>Bola, Joy</b>	Catharine Wensley (DHT) Ade Adewale (AHT) Perry Lynch (AHT)
<b>Personal Development</b>	<ul style="list-style-type: none"> <li>SMSC</li> <li>British values</li> <li>Healthy living (SRE/PSHE)</li> <li>Citizenship</li> </ul>	<ul style="list-style-type: none"> <li>Equalities and Diversity</li> <li>Preparation for next stage</li> <li>School Council</li> <li>Careers (<b>Bola, Julie</b>)</li> </ul>	<b>Andria, Sarah</b>	Catharine Wensley (DHT) Angelina Chapman (AHT)  Perry Lynch (AHT)
<b>Leadership and Management</b>	<ul style="list-style-type: none"> <li>Safeguarding (<b>Becca</b>) LAC – (<b>Laura</b>)</li> <li>Health and Safety</li> <li>Premises</li> <li>Staff Development (inc. ECF)</li> <li>Recruitment and retention</li> </ul>	<ul style="list-style-type: none"> <li>Pupil and staff workload, mental health and wellbeing (Sarah)</li> <li>Appraisal</li> <li>Vision and Ethos</li> <li>Governance</li> </ul>	<b>Julie, Bola</b>	Munira Said (AHT) Jodie Hassan (HT) Catharine Wensley (DHT) Angelina Chapman (AHT)
<b>Stakeholder Engagement</b>	<ul style="list-style-type: none"> <li>SIAMS / school distinctiveness</li> <li>Parent feedback</li> <li>Community liaison</li> </ul>	<ul style="list-style-type: none"> <li>OFSTED</li> <li>Pupil, parent and staff questionnaires</li> <li>Governor Newsletter (<b>Andria</b>)</li> </ul>	<b>Fr David, Becca</b>	Jodie Hassan (HT) Catharine Wensley (DHT)
<b>Finance</b>	<ul style="list-style-type: none"> <li>Budget</li> <li>Pupil Premium (<b>Simon, Joy</b>)</li> <li>Catch up funding</li> </ul>	<ul style="list-style-type: none"> <li>Compliance</li> <li>Capital projects</li> <li>3 year plan</li> </ul>	<b>Simon, Julie</b>	Jodie Hassan (HT) Unity Schools Partnership
<b>Link Governor</b>	<ul style="list-style-type: none"> <li>Circulating and collating Governor Training</li> <li>Organising Governor central files</li> <li>Monitoring Schedule (<b>Bola</b>)</li> </ul>	<ul style="list-style-type: none"> <li>Collating and using Skills audit findings</li> </ul>	<b>Julie</b>	

Head Teacher Appraisal	Pay Group	Mentors
<p style="text-align: center;"><b>Julie Rosemary Prince CEO</b></p>	<p style="text-align: center;"><b>Julie Bola</b></p>	<p><b>Laura – Simon Andria - Joy</b></p>

A working party is set up for a specific purpose, to perform an agreed function/activity for an agreed time frame. Each working party will feedback regularly and directly about it's progress and findings to the LGB.

The Following Working Parties have been established as agreed by the LGB.

Name of Working Party	Purpose and duration	Activity	Members