

# St Catharines Primary School: Governing Body Governance – Organisation and Structure

**Governors** – decisions, accountability, challenge, finance and the deployment of resources.

**Head teacher and SLT** – day to day operations and management.

**Full Governing Board:** 10 Governors (6 Foundation, 2 Parent, 1 Head teacher, 1 Staff)

**Chair:** Vin Kelly **Vice Chair:** Owen Holbrook

**Meetings:** 6 times a year

**Function:** The strategic direction of the school - Monitoring school standards of performance and improvements - Pupil progress - Use of Pupil Premium Grant - Allocated finance (budget/SFVS) - Quality of Leadership - Management and Governance - Effectiveness of whole school leadership – Accountability - SEF and SDP - Resources & delegations - Quality of teaching - Staffing appointments - Succession planning - Safeguarding and health and safety - Pupil behaviour and safety - Equality - Well-being - Care and maintenance of the school assets – Buildings -Facilities and learning environments - Statutory requirements - Policies and

**Marketing**

**Strategic Steering Group:** Chair, Chairs of committees, RE Lead, Head teacher

**Meetings:** Twice a year

**Function:** Vision, Long term plans, Emergencies meetings.

## Teaching and Learning Committee

**Chair:** Paddy Sexton

**Meetings:** 5 times a year

**Function:** School standards – Pupil progress and their outcomes - Quality of teaching and learning - School improvement –Target setting – Attendance and behaviour –School key priorities - Curriculum policies and schemes of work – Safeguarding - Extended Schools activities - Equality statement - Effectiveness of Inclusion systems and routines – Pupil Premium and use of PE funding - Induction of new staff

## Management and Administration Committee

**Chair:** Vin Kelly

**Meetings:** 5 times a year

**Function:** Setting the budget - Monthly monitoring of the budget - Financial management (SFVS) - Pupil Premium Grant / PE funding - School assets - The school premises and facilities - Maintenance - Development projects - Rolling programmes for maintenance - Accessibility plan - Health and Safety - Site security. - Appraisal protocols for teachers, TA's, Admin and other support staff - Appointment of staff - Induction of new governors - Personnel/staffing policies – especially pay and progression - School Teachers Pay and Conditions

## Admissions Panel

**Chair:** Vin Kelly

**Meetings:** 2-3 a year

**Function:** To prepare an Admissions Policy for approval by the FGB - To rank applications for admission to the school

## Appeals Panel

**Chair:**

**Meetings:** As required

**Function:** To be the final arbiter for matters referred to the panel. Members elected depending on the nature of the content of the appeal to ensure no tainting

## Discipline

**Chair:**

**Meetings:** As required

**Function:** To be the final arbiter for matters referred to the panel. Members elected depending on the nature of the content of the appeal to ensure no tainting

## Head Performance

**Chair:** Vin Kelly

**Meetings:** Twice yearly

**Function:** Setting of and reviewing of targets for the Head Teacher -