



Manor Field
PRIMARY SCHOOL
Respect Believe Achieve

Manor Field Primary School GOVERNING BODY

WHAT IS THE GOVERNING BODY?

The Governing Body is made up of individuals from the interested parties which the school serves. Governors come from all walks of life and do not have to be educational professionals. However, the 2012 Constitution Regulations require that any newly appointed governor has, 'the skills required to contribute to the effective governance and success of the school'.

The law states that the purpose of the Governing Body is to "conduct the school with a view to promoting high standards of educational achievement at the school". The Governing Body should have a strong focus on three core strategic functions:

- a. **Ensuring clarity of vision, ethos and strategic direction;**
- b. **Holding the Headteacher to account for the educational performance of the school and its pupils;** and
- c. **Overseeing the financial performance of the school and making sure its money is well spent.**

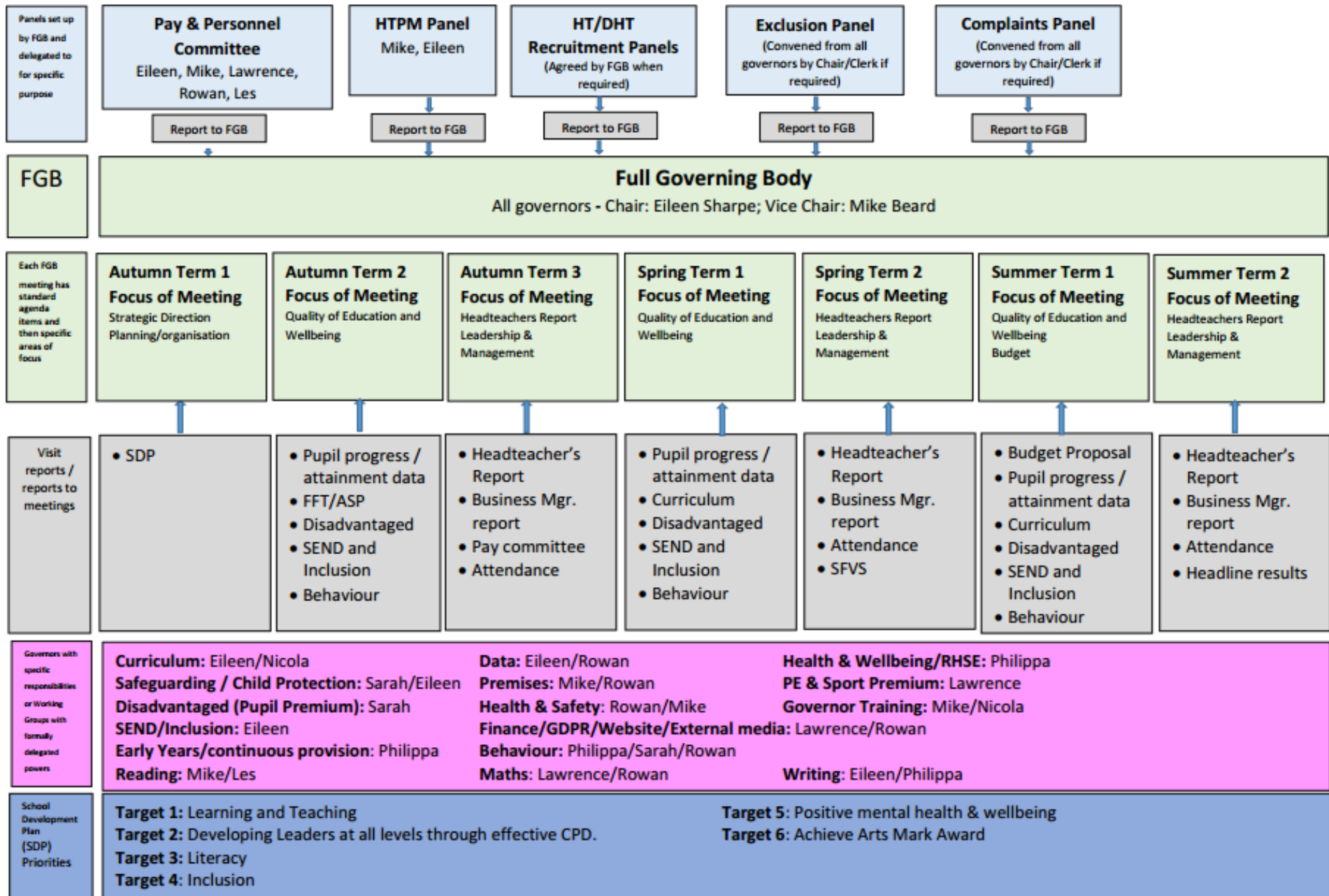
HOW DOES THE GOVERNING BODY WORK?

The Governing Body works within a legal framework. The Governing Body is a corporate entity and all governors have equal status and rights but have no individual power (except where delegated to act). The members of the Governing Body take collective responsibility for all decisions taken.

The Governing Body works in close partnership with the headteacher to run the school. They establish the strategic framework. The day-to-day management of the school is the responsibility of the Headteacher and staff. As the "lead professional," the Headteacher and professional staff are accountable to the governing body for the school's performance. The headteacher provides the governing body with information on the performance of the school and other reports that the governing body may need to carry out its functions. The governing body offers the headteacher challenge and constructive advice.

The Full Governing Body meets at least each half term.

Manor Field School Governing Body Structure 2022-2023



WHAT DOES THE GOVERNING BODY DO?

Governors work with the Headteacher making strategic decisions about:

- **Standards** – ensuring a strategic and systematic approach to promoting high standards of educational achievement.
- **Targets** – setting appropriate targets for pupil achievement.
- **Curriculum** – ensuring that the curriculum is balanced and based on the National Curriculum.
- **Policies** – deciding how, in broad strategic terms, the school should be run.
- **Finance** – determining how best to use resources allocated to the school.
- **Staffing** – deciding the staff structure, the pay policy and making decisions on staff pay.
- **Appointments** – appointing the head and deputy headteacher and other staff.
- **Discipline** – agreeing procedures for pupil discipline.
- **Self-evaluation** – understanding how well the school is doing, identifying and monitoring areas for improvement.
- **Developing partnerships** – ensuring the school works effectively with other partners.
- **Community links** – keeping the school at the heart of its community.

WHO ARE THE GOVERNORS?

Manor Field Governing Body is constituted as follows:

- The Headteacher
- 1 Staff governor
- 2 Parent governors
- 1 Local Authority governor
- 7 Co-opted governors

Total: 12 governors

Staff Governors

There is one governor from staff they can be from teaching or support staff. They are a conduit between the staff and the Governing Body. Staff governors are elected by staff members. The Headteacher can choose to be a governor or not; Miss Bailey has chosen to be a governor.

Miss Daisy Bailey **Type of Governor:** Headteacher
Term of Office: N/a

Mrs Alison Palmer **Type of Governor:** Staff
Term of Office: 23rd September 2022 – 22nd September 2026
Special Responsibilities:

Parent Governors

Parents of pupils at the school elect parent governors. They are governors in their own right and their interests are not just restricted to matters of concern to parents. They share the same duties and responsibilities as other members of the Governing Body, but their particular function is to ensure that a parental view is expressed in relation to matters under consideration by the Governing Body.

Mr Rowan Lill **Type of Governor:** Parent
Term of Office: 24th September 2021 – 23rd September 2025
Membership of Committees: Pay and Personnel subcommittee
Special Responsibilities: Data; Finance/GDPR/website/External media; Health & Safety; Premises; Behaviour; Maths

Mrs Sarah McNicol **Type of Governor:** Parent
Term of Office: 24th September 2021 – 23rd September 2025
Special Responsibilities: Safeguarding/Child Protection; Disadvantaged children; Behaviour

Authority Governors

Authority governors are appointed by the Local Authority. They are members of the community who have expressed a desire to serve as a governor of a school; they do not have to have any direct association with the school but they may do so. We currently have a vacancy for an Authority Governor.

Mrs Eileen Sharpe
(Chair of GB) **Type of Governor:** Authority
Term of Office: 18th June 2020 – 17th June 2024
Membership of Committees: Pay and Personnel subcommittee
Special Responsibilities: Chair of GB; SEND/Inclusion; Safeguarding/Child Protection; Data; Curriculum; Writing; Headteacher Performance Management

Co-opted Governors

The Governing Body appoints Co-opted governors. Through these appointments, the Governing Body try and ensure a mixture of expertise and knowledge amongst their membership.

Mr Mike Beard
(Vice Chair of GB)

Type of Governor: Co-opted

Term of Office: 11th December 2019 – 10th December 2023

Membership of Committees: Pay and Personnel subcommittee

Special Responsibilities: Health & Safety; Premises; Headteacher Performance Management; Reading; Link governor (governor training and development)

Mrs Philippa Hall

Type of Governor: Co-opted

Term of Office: 19th May 2021 – 18th May 2025

Special Responsibilities: Early Years/continuous provision; Behaviour; Health & Wellbeing/RHSE; Writing; Headteacher Performance Management

Mr Lawrence Murtagh

Type of Governor: Co-opted

Term of Office: 9th December 2021 – 8th December 2025

Membership of Committees: Pay and Personnel subcommittee

Special Responsibilities: Finance/GDPR/Website/External media; PE & Sports Premium; Maths

Mrs Nicola Short

Type of Governor: Co-opted

Term of Office: 9th December 2021 – 8th December 2025

Special Responsibilities: Curriculum; Link governor (governor training and development)

Mr Leslie Buckett

Type of Governor: Co-opted

Term of Office: 14th September 2022 – 13th September 2026

Membership of Committees: Pay and Personnel subcommittee

Special Responsibilities: Reading

Ms Liz Arbon-Stuckle

Type of Governor: Co-opted

Term of Office: 18th January 2023 – 17th January 2027

Special Responsibilities:

Vacancy

Type of Governor: Co-opted

Term of Office:

Special Responsibilities:

Associate Governors

These are appointed by the Governing Body for specific skills. They may be appointed for specific roles but do not have voting rights at the FGB meetings

Mr Jack Esplen

Type of Governor: Associate

Term of Office: 14th September 2022 – 13th September 2026

Special Responsibilities: Deputy Headteacher

Clerk

The Clerk is appointed by the Governing Body. They attend the Full Governor's Meetings and are responsible for the agenda, minutes and general administration and support for the governing body. Our current clerk is Mrs Wendy Loft.

Term of Office

Upon election to the governing body, a governor will serve a 4-year term of office. After this period, the governor can choose to stand for re-election or re-appointment. The Headteacher is not bound by a term of office and therefore is appointed until such time that they choose to resign.

Previous Governors (In the last academic year)

Mrs Margaret Foote

Type of Governor: Co-opted

Term of Office: 1st July 2005 – 9th February 2022

Membership of Committees: Quality of Education and Wellbeing; Leadership and Management

Special Responsibilities: Vice Chair of GB (Chair until 9/12/2021); SEND/Inclusion; Disadvantaged (Pupil Premium) Children; Headteacher Performance Management

Mrs Sam Yarlett

Type of Governor: Staff

Term of Office: 23rd March 2020 – 10th June 2022

Membership of Committees: Leadership and Management

Special Responsibilities: Health and Wellbeing

Mrs Lisa Widdows

Type of Governor: Co-opted (Previously Parent governor)

Term of Office: 22nd March 2021 - 21st March 2025 (22nd March 2017 – 21st March 2021)

Membership of Committees: Quality of Education and Wellbeing (Chair); Pay and Personnel subcommittee

Special Responsibilities: Safeguarding / Child Protection; Health & Wellbeing