

# GOVERNORS

Governors are like a board of Directors and make decisions about how the school is run. They meet at least once a term at school.

## Governors are appointed to help:

Decide what is taught

Set standards on behaviour

Interview and select staff

Decide how the school budget is spent

School Governors have legal duties, powers and responsibilities. They act together, they cannot act individually.

## School Governors are:

Parents

Staff at the school

Local authority representatives

Co-opted community representatives

## Why are parents on the Governing Body?

Parent governors bring the views of parents to the Governing Body, but they speak and act as individuals. They have equal status in the work of the Governing Body and have voting rights.

## What Parent Governors are expected to do?

Parent Governors can make sure that all communications with parents are both informative and easy to read, describe the activities in everyday language and avoid the use of jargon. The Governors can ensure that parents have easy access to information.

## What do Governors do?

The Governors meet at least once a term.

The Head teacher presents a report on all school activities, curriculum, finance and staffing matters. Discussions range over many issues, such as the state of the grounds and buildings, deployment of staff, the progress of learning of the pupils, finance, health and safety, wellbeing. There is a committee for Finance and Staffing, Premises/Health and Safety/Wellbeing and a working party for the Curriculum. Copies of reports and the minutes of meetings are available in school for parents to read, along with the instruments and articles of Government. The governors are all unpaid volunteers and have received no travel or subsistence allowance this year.

**List of current Governors:**

LA Governor Chair	Mr. Stephen Beckley	Appointment date: 01.9.04 Term of Office: 01.09.20 Expiry date:31.8.2024
Co-opted Governor Vice Chair	Mrs. Pauline Whitehead	Appointment date: 17.6.2003 Term of Office: 10.06.2023 Expiry date: 09.06.2027
Co-opted Governor	Mrs. Ann Hanaghan	Appointment date: 20.02.21 Term of Office: 22.02.21 Expiry date: 21.2.2025
Co-opted Governor	Mr. Ian Hartley	Appointment date: 10.06.15 Term of Office: 10.06.23 Expiry date: 09.06.2027
Co-opted Governor	Mrs. Susan Gee	Appointment date: 10.06.15 Term of Office: 10.06.23 Expiry date: 09.06.2027
Co-opted Governor	Mrs Janet Morrish	Appointment date: 27.4.23 Term of Office: 13.6.27 Expiry date: 12.6.27
Co-opted Governor	Mrs. Jill Hudson	Appointment date: 08.10.18 Term of Office: 1.10.22 Expiry date: 30.9.26
Co-opted Governor	Mr. James Woodward	Appointment date: 10.06.15 Term of Office: 10.06.23 Expiry date: 09.06.2027
Parent Governor	Ms. Jenny Allen	Appointment date: 15.10.21 Term of Office: 15.10.21 Expiry date: 14.10.2025
Parent Governor	Miss Liz Rudd	Appointment date: 02.11.20 Term of Office: 02.11.20 Expiry date: 1.11.2024
Co-opted Governor	Mrs. Helen Singleton	Appointment date: 14.10.19 Term of Office: 1.11.23 Expiry date: 31.10.27
Staff Governor	Miss Melanie Platt c/o Buckstones School	Appointment date: 10.3.23 Term of Office: 10.3.23 Expiry date: 9.3.27
Parent Governor	Mr John Starkey	Appointment date: 22.9.23 Term of Office: 22.9.23 Expiry date: 21.9.27
Co-opted Governor	Mrs. Valerie Joyce	Appointment date: 01.9.22 Term of Office: 01.09.22 Expiry date: 31.8.2026
Head teacher	Miss Sarah Healey c/o Buckstones School	Appointment date: 1.9.2002

Type	Name of Governor	Last Full Governors Attended
LA Governor Chair	Mr. Stephen Beckley	31.1.24
Co-opted Governor Vice Chair	Mrs. Pauline Whitehead	31.1.24
Co-opted Governor	Mrs. Ann Hanaghan	31.1.24
Co-opted Governor	Mr. Ian Hartley	31.1.24
Co-opted Governor	Mrs. Susan Gee	03.11.21
Co-opted Governor	Mrs. Val Joyce	1.11.23
Co-opted Parent Governor	Mrs. Jill Hudson	1.11.23
Co-opted Parent Governor	Mr. James Woodward	31.1.24
Parent Governor	Miss Liz Rudd	31.1.24
Co-opted Governor	Mrs. Helen Singleton	31.1.24
Staff Governor	Miss Melanie Platt	31.1.24
Parent Governor	Mr John Starkey	1.11.23
Parent Governor	Ms. Jenny Allen	14.6.23
Co-opted Governor	Mrs Janet Morrish	31.1.24
Head teacher	Miss Sarah Healey c/o Buckstones School	31.1.24

Governor meeting	Agenda
Full Governors - 31.1.24	<p>During the meeting the Governors:</p> <ul style="list-style-type: none"> <li>• Received a report outlining what we have been doing in school; including reports from individual committees (Premises, Curriculum and Finance)</li> <li>• Reviewed the School Development Plan</li> <li>• Discussed a Safeguarding report</li> <li>• Reviewed Food standards</li> <li>• Reviewed the School website</li> <li>• EYFS provision</li> <li>• Received a report from the Chair</li> <li>• Received reports from Governors who had visited the school to discuss Early Years Provision, English, Phonics and enjoyed their lunch on the Captain's table</li> <li>• Reported on the fire drill and lockdown drill</li> </ul>
Curriculum Committee Meeting - 23.1.24	<p>During the meeting the Governors agreed and discussed:</p> <ul style="list-style-type: none"> <li>• Phonics Policy</li> <li>• Foundation subject assessments</li> <li>• Standards</li> </ul>
Pay/Finance - 27.2.24	<p>During the meeting the Governors discussed and/or agreed:</p> <ul style="list-style-type: none"> <li>• SFVS</li> <li>• Finance Policy</li> <li>• Charging Policy</li> <li>• Whistleblowing Policy</li> <li>• Financial Risk Assessment</li> <li>• Best Value Statement</li> <li>• Benchmarking Report Card</li> <li>• Staffing Structure</li> <li>• Internet Banking and Debit Card Policy</li> <li>• Lettings Policy</li> </ul>
Premises/Health and Safety/Wellbeing/Health and Safety/Safeguarding - 5.3.24	<p>During the meeting the Governors reviewed and/or agreed:</p> <ul style="list-style-type: none"> <li>• Safer Recruitment Policy</li> <li>• Safeguarding Report</li> <li>• Kitchen Audit/Condition</li> <li>• Allergen Policy</li> <li>• Connect the Classroom</li> <li>• Health and Safety Walk</li> </ul>

Committee Membership		Business, Pecuniary and Personal Interest	Last meeting attended
Staffing Significant Change Pay/Finance Premises/Health and Safety/Wellbeing/Health and Safety Link Governor GDPR HR Policy Head Teacher Performance Review	Mr. Stephen Beckley	None 23.1.23	Pay/Finance - 5.3.24 Premises/Health and Safety/Wellbeing - 5.3.24
Curriculum Staffing Significant Change Pupil Discipline Premises/Health and Safety/Wellbeing/Health and Safety Appeals SEND Governor Head Teacher Performance Review	Mrs. Pauline Whitehead	None 23.1.24	Curriculum - 23.1.24 Pay/Finance - 27.2.24 (remotely) Premises/Health and Safety/Wellbeing - 22.11.23
Premises/Health and Safety/Wellbeing/Health and Safety Health and Safety Attendance	Mr. Ian Hartley	None 23.1.24	Premises/Health and Safety/Wellbeing - 5.3.24
Curriculum Premises/Health and Safety/Wellbeing/Health and Safety Staffing Appeals Pupil Absence Pupil Discipline Child Protection/Safeguarding Governor	Mrs. Susan Gee	None 1.11.23	Curriculum - 25.01.22 Premises/Health and Safety/Wellbeing - 5.3.24
Curriculum Literacy Governor SEND	Mrs. Jill Hudson	Parent 31.10.23	Curriculum - 23.1.24
Significant Change Pay/Finance I.T. Governor Financial Health and Efficiency Significant Change I.T. Digital and Remote Learning Head Teacher Performance Review	Mr. James Woodward	None 30.1.24	Pay/Finance - 27.2.24 (remotely)

Premises/Health and Safety/Wellbeing/Health and Safety Pay/Finance	Miss Liz Rudd	Parent 30.1.24	Pay/Finance - 8.11.22 Premises/Health and Safety/Wellbeing - 22.11.23
Curriculum Pupil Discipline Premises/Health and Safety/Wellbeing/Health and Safety Closing the Gap for EAL Learners EMHW Science Governor	Mrs. Helen Singleton	Parent 30.1.24	Curriculum - 23.1.24 Premises/Health and Safety/Wellbeing - 22.11.23
Curriculum History and Geography Maths,	Mrs Anne Hanaghan	Governor at another Oldham School 25.1.24	Curriculum - 19.9.23
Curriculum Pupil Absence EYFS	Ms. Jenny Allen	Parent 31.10.23	Curriculum- 19.9.23
Pay/Finance Analyse data	Mr John Starkey	Parent 18.12.23	Pay/Finance - 27.2.24 (remotely)
Curriculum Staffing Pay/Finance Premises/Health and Safety/Wellbeing/Health and Safety	Miss Sarah Healey c/o Buckstones School	None 27.3.24	Curriculum - 23.1.24 Pay/Finance - 27.2.24 Premises/Health and Safety/Wellbeing - 5.3.24
Curriculum Premises/Health and Safety/Wellbeing/Health and Safety Safeguarding R.E. Art	Mrs Valerie Joyce	None 31.10.23	Curriculum - 23.1.24 Premises/Health and Safety/Wellbeing - 5.3.24
Pay/Finance	Mrs Janet Morrish	None 10.10.23	Pay/Finance - 27.2.24
	Miss Melanie Platt	None 31.1.24	

## Governors Training

### **Jenny Allen**

- The Prevent Duty: Putting Statutory Guidance into Practice| Primary 3<sup>rd</sup> Jan 2023
- Annual Certificate in Safeguarding for School Governors (2022-23) 25<sup>th</sup> Nov 2022
- New Governors Induction Training (3 session course) 10<sup>th</sup> May 2022
- New Governors Induction Training (3 session course) 3<sup>rd</sup> May 2022
- Supporting Children with Speech Sound Difficulties 27<sup>th</sup> Apr 2022
- New Governors Induction Training (3 session course) 26<sup>th</sup> Apr 2022
- Health & Safety Responsibilities of a School Governor 16<sup>th</sup> Mar 2022
- Promoting the Education of Children Looked After and Children with a Social Worker 14<sup>th</sup> Mar 2022
- GovernorHub Tour 11<sup>th</sup> Nov 2021
- Prevent Online Training Course 31<sup>st</sup> Oct 2021

### **Stephen Beckley**

- Annual Certificate in Safeguarding for School Governors (2022-23) 15<sup>th</sup> Nov 2023
- The Prevent Duty: Putting Statutory Guidance into Practice| Primary 13<sup>th</sup> Dec 2022
- Chairs Briefing & Professional Development 18<sup>th</sup> Jan 2022
- Ofsted Training in School 11<sup>th</sup> Jan 2022
- Chairs Briefing & Professional Development 20<sup>th</sup> Sep 2021
- Chairs Briefing & Professional Development 20<sup>th</sup> May 2021
- Chairs Briefing & Professional Development 21<sup>st</sup> Jan 2021
- Chairs Briefing & Professional Development 16<sup>th</sup> Jan 2020
- SEND - Ofsted and Oldham's Inclusion Strategy 16<sup>th</sup> Jan 2020
- Chairs Briefing & Professional Development 16<sup>th</sup> May 2017
- Chairs Briefing & Professional Development 22<sup>nd</sup> Sep 2016
- Chairs Briefing & Professional Development 25<sup>th</sup> Sep 2014

### **Susan Gee**

- Ofsted Training in School 11<sup>th</sup> Jan 2022
- Preparation for Ofsted and Effective Challenge 1<sup>st</sup> Nov 2021
- Exclusion and Fair Access Training 13<sup>th</sup> May 2021
- Safeguarding 11<sup>th</sup> May 2021
- Safeguarding e learning module 24<sup>th</sup> Nov 2020
- Keeping Children Safe in Education 2020 - Governor Responsibility 10<sup>th</sup> Nov 2020
- Safer Recruitment 9<sup>th</sup> Jan 2020
- WRAP (Workshop Raising Awareness of Prevent) 31<sup>st</sup> Oct 2019
- Introduction to Safeguarding - Governors Responsibilities 29<sup>th</sup> Jun 2016
- Induction for New Governors 3/3 2<sup>nd</sup> Feb 2016

- Induction for New Governors 2/3 26<sup>th</sup> Jan 2016
- Induction for New Governors 1/3 19<sup>th</sup> Jan 2016

### **Ann Hanaghan**

- How CPOMS and StaffSafe can enable governing bodies to ensure the quality of school safeguarding procedures 28<sup>th</sup> Feb 2023
- The Prevent Duty: Putting Statutory Guidance into Practice| Primary 25<sup>th</sup> Feb 2023
- Annual Certificate in Safeguarding for School Governors (2022-23) 16<sup>th</sup> Feb 2023
- Chairs Briefing & Professional Development 18<sup>th</sup> Jan 2022
- Developing the role of the governor 21st Jun 2021
- Prevent Online Training Course 18th Apr 2021
- Safeguarding eLearning Module 11th Apr 2021
- Chairs Briefing & Professional Development 21st Jan 2021
- Preparation for Ofsted and Effective Challenge 24th Feb 2020
- Chairs Briefing & Professional Development 16<sup>th</sup> Jan 2020
- SEND - Ofsted and Oldham's Inclusion Strategy 16th Jan 2020
- Promoting the Educational Needs of Looked After & Previously Looked After Children 15th Oct 2019
- Governing Body Succession Planning Workshop 4th Jun 2019
- Governor Mark - Impact Statements 12th May 2014
- Governor Mark - Support and Challenge 31st Mar 2014
- Getting to Good - Session 1 26th Mar 2014
- Governor Mark - Strategic Leadership and Statutory Responsibilities 20th Jan 2014
- Governor Mark 13th Nov 2013
- Headteacher and Teacher Appraisal - Governors Responsibilities 11st Oct 2012

### **Ian Hartley**

- Prevent Awareness 11<sup>th</sup> Jan 2023
- Annual Certificate in Safeguarding for School Governors (2022-23) 10<sup>th</sup> Jan 2023
- Prevent Training 26th Jan 2022
- Ofsted Training In School 11th Jan 2022
- Health & Safety Responsibilities of a School Governor 10th Nov 2021
- Preparation for Ofsted and Effective Challenge 1st Nov 2021
- Health & Safety Management for School Governors 26th May 2021
- Attendance Training for School Governors 12th May 2021
- Preparation for Ofsted and Effective Challenge 24<sup>th</sup> Feb 2020
- Health & Safety Management for School Governors 17th Jul 2019
- Understanding Data and Target Setting 31<sup>st</sup> Jan 2017
- Governor Mark 1<sup>st</sup> Apr 2014
- Governor Mark 27th Jun 2013
- Governor Mark 7th Nov 2012



- Induction for New Governors 3/3 28th Nov 2007
- Induction for New Governors 2/3 21st Nov 2007
- Induction for New Governors 1/3 14<sup>th</sup> Nov 2007

#### **Sarah Healey**

- Governor Mark 1st Apr 2014
- Governor Mark 27th Jun 2013
- Governor Mark 16th May 2013
- Improving Staff Attendance and Managing Absence from Work 2nd May 2007

#### **Melanie Platt - Deputy Headteacher**

- Induction for New Governors 2/2 6th May 2008
- Induction for New Governors  $\frac{1}{2}$  29th Apr 2008

#### **Elizabeth Rudd**

- A Governor Toolkit to a Wellbeing Conversation: How to Support Heads and SLT in your role 1st Mar 2022
- Keeping Children Safe in Education - Governor Responsibility Training 23rd Nov 2021
- Wellbeing for Education Return for Governors and Trustees 9th Dec 2020

#### **Helen Singleton**

- Prevent Training 28th Jan 2022
- Ofsted Training in School 11th Jan 2022
- Mental Health Champions Foundation (Place2be) 1st Oct 2021
- Preparation for Ofsted and Effective Challenge 14th May 2019
- Health and Wellbeing and Neuroscience 28th Jun 2018
- Induction for New Governors 3/3 2nd Feb 2016
- Induction for New Governors 2/3 26th Jan 2016
- Induction for New Governors 1/3 19<sup>th</sup> Jan 2016

#### **Pauline Whitehead**

- Safeguarding eLearning Module 27<sup>th</sup> Sept 2023
- Safer Recruitment 19<sup>th</sup> Jan 2023
- Governor webinar | Supporting digital strategies in your schools 21st Apr 2021
- GovernorHub Tour 22nd Feb 2021
- Girlguiding UK - 'A Safe Space' Level 3 Safeguarding Training 30th Oct 2020
- The Art of Taking the Chair 12th Jun 2017
- Chairs Briefing & Professional Development 9th Jan 2017
- Understanding the FFT Dashboard for Governors 19th Nov 2015
- Governor Mark 27th Jun 2013
- Governor Mark 16th May 2013
- Recruitment, Assessment and Selection and Appointment Process 24th Feb 2009
- Managing Contracts of Employment 19th Jan 2009
- Being a Governor: Human Resource Responsibility 5th Mar 2008

- Understanding Data and Target Setting 27th Feb 2008
- Governors and School Finance 20th Feb 2008
- New Performance Management Regulations 27th Mar 2007
- The Monitoring Role of the Governing Body 22nd Mar 2007
- The Role of the Governor in Cases of Disciplinary Exclusion from School 13th Mar 2007
- The Annual Report to Parents and its Role in Communicating with Parents 12th Jul 2004
- Increasing the Effectiveness of the Governing Body 24th Nov 2003

#### **James Woodward**

- Safer Recruitment 13<sup>th</sup> Jan 2023
- The Prevent Duty: Putting Statutory Guidance into Practice| Primary 9<sup>th</sup> Jan 2023
- Annual Certificate in Safeguarding for School Governors (2022-23) 11<sup>th</sup> Nov 2022
- Governor Mark 1st Apr 2014
- Governor Mark 27th Jun 2013
- Governor Mark 16th May 2013

#### **James Mannix**

- Certificate in the Prevent Duty (2022-23) 14<sup>th</sup> Sep 2022

#### **Jill Hudson**

- Special Educational Needs and Disabilities for School Governors
- The Prevent Duty: Putting Statutory Guidance into Practice| Primary 16<sup>th</sup> Dec 2022
- Recognising and Responding to Low-Level Safeguarding Concerns in Line with Statutory Requirements | Primary 30<sup>th</sup> Nov 2022

#### **Janet Morrish**

- Using wellbeing conversations and Psychological First Aid to support staff and senior Leaders 17<sup>th</sup> May 2023
- Keeping children Safe in Education Governor Responsibility 6<sup>th</sup> June 2023
- Prevent Awareness 31<sup>st</sup> May 2023

#### **Valerie Joyce**

- Prevent Awareness 13<sup>th</sup> Sept 2022
- Annual Certificate in Safeguarding for School Governors (2022-23) 14<sup>th</sup> Nov 2022
- Safeguarding Children Level 1 1<sup>st</sup> June 2022
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