

## Our Governing Body

Revd Sharon Potter	Chair of Governors/DBE Foundation Governor
Mr James Scott	Vice Chair of Governors
Mr Dick Bayes	Co-opted Governor
Mrs Christine Stainer	Co-opted Governor
Mr Norman Kelly	Diocesan Board of Education Foundation Governor
Mrs Joanne Walton	Local Authority Governor
Mrs Viola King	Parent Governor
Mrs Trudie Harkin	Headteacher
Miss Amy Perkins	Staff Governor
Mrs Kristina Green	Parent Governor

More information about the remit of individual governors can be found below.

The Full Governing Body will meet on the following dates in the next academic year:

Weds 20 Sep 2017

Weds 29 Nov 2017

Weds 24 Jan 2018

Weds 14 March 2018

Weds 16 May 2018

Weds 4 July 2018

## Role of the Governing Body

The Governing Body works with the Headteacher to provide the strategic lead in the school and has an important role to play in ensuring every child reaches their full potential.

Individual governors have no power or responsibility. It is only the full governing body which has legal duties and powers and all governors share in that corporate responsibility. Governors are here to govern rather than manage and do not intervene in the day-to-day management of the school, unless there is something seriously wrong. If there is a weakness in the school the Governing Body takes action. The day-to-day management of the school is the responsibility of the Headteacher and staff.

The Governing Body's key roles are:

- to provide strategic direction for the school. For example through the development and monitoring of the School Development Plan
- To act as a critical friend to the Headteacher
- To ensure accountability. For example through agreeing and monitoring the budget, and monitoring standards and progress in achievement.
- To ensure the school provides for all its pupils, including those with special needs.

The Governing body is at the heart of how a school operates. It is important that it gets things right and acts with honesty and integrity. It has to be prepared to both support and challenge the Headteacher to help decide what is best for the pupils. It undertakes its own regular self-evaluation and training to ensure that each member is up to date and provides the very best they can for the school.

The Governing Body is made up of volunteers, with members representing a range of interest and professions, each with different gifts and skills. It aims to provide a representative group of the local community.

## Committees of the Governing Body

### Committee

### Chair

### Remit

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**Finance and Personnel**

Mr James Scott

To work with the Headteacher and Burser on developing the school budget (to include cost actions included in the School Development Plan), to monitor expenditure against that budget and to monitor financial processes within the

school. To work with the Headteacher on personnel matters including staff appointments, discipline, capability procedures and dismissals, monitoring of staff well-being and pay policy

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**Premises (incl. Health & Safety)**

Mr Dick Bayes

To work with the Headteacher on setting premises priorities, including Health and safety, for the maintenance and development of the school site and premises. To work with the Headteacher and Finance Committee in overseeing premises-related expenditure.

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**Pupil Discipline**

Mr Norman Kelly

To review Pupil exclusions following representations from parents.

This committee is only convened when required by circumstance.

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**Appeals**

Mr James Scott

To consider staff appeals against disciplinary action, dismissal or selection for redundancy.

This committee is only convened when required by circumstance

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**Hearings**

Mrs Joanne Walton

To manage formal complaints to the governing body and disciplinary/capability procedures for the Headteacher.

This committee is only convened when required by circumstance

<b>Revd Sharon Potter</b>	
Date of appointment	20 <sup>th</sup> February 2012
Term of office	n/a
Position	Foundation Governor, ex officio as local incumbent
Other governance roles	Long Melford CEVC Primary School (Diocesan MAT appointed)
Business and pecuniary interests	None
Committees	Finance and Personnel Premises
Other responsibilities	Chair of Governors Headteacher's Performance Review RE & Collective Worship PHSE
Full Governing Body meeting attendance 2016	6/6

<b>Mr James Scott</b>	
Date of appointment	8 <sup>th</sup> December 2016
Term of office	4 years
Position	Parent Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Finance and Personnel Hearings Appeals Premises
Other responsibilities	Vice-chair of Governors Numeracy Computing Able, gifted and talented
Full Governing Body meeting attendance 2016	4/6

<b>Mr Dick Bayes</b>	
Date of appointment	1 <sup>st</sup> September 2015

Term of office	4 years
Position	Co-opted Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Appeals Premises
Other responsibilities	Art Early Years Outdoor learning Health & Safety
Full Governing Body Meeting Attendance 2016	6/6

<b>Mrs Christine Stainer</b>	
Date of appointment	17 <sup>th</sup> May 2016
Term of office	4 years
Position	Co-opted Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Pupil Discipline Premises
Other responsibilities	Design and Technology
Full Governing Body Meeting attendance 2016	4/6

<b>Dr Norman Kelly</b>	
Date of appointment	16 <sup>th</sup> May 2016
Term of office	4 years
Position	DBE Foundation Governor

Other governance roles	None
Business and pecuniary interests	None
Committees	Finance and Personnel Appeals Pupil Discipline Headteacher's Performance Review
Other responsibilities	Geography History Science
Full Governing Body meeting attendance 2016	5/6

<b>Mrs Joanne Walton</b>	
Date of appointment	14 <sup>th</sup> October 2016
Term of office	4 years
Position	Local Authority Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Hearings Head Teachers Performance Review
Other responsibilities	SEN Safeguarding Pupil Premium Online Safety
Full Governing Body Meeting attendance 2016	5/6

<b>Mrs Viola King</b>	
Date of appointment	25 <sup>th</sup> February 2014
Term of office	4 years
Position	Parent Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Curriculum Pupil Discipline
Other responsibilities	Modern Foreign Languages Literacy Music
Full Governing Body Meeting attendance 2016	5/6

<b>Mrs Kristina Green</b>	
Date of appointment	26 <sup>th</sup> June 2015
Term of office	4 years
Position	Parent Governor
Other governance roles	None
Business and pecuniary interests	None
Committees	Finance and Personnel
Other responsibilities	Design and Technology Pupil Premium
Full Governing Body Meeting attendance 2016	6/6