

SUNNYDOWN SCHOOL



Governance at Sunnydown School

As well as driving up the standards of achievement and attainment, every governing body has three core functions which are:

- **that the vision, ethos and strategic direction of the school are clearly defined**
- **that the headteacher performs their responsibilities for the educational performance of the school**
- **the sound, proper and effective use of the school's financial resources**

Governance arrangements at Sunnydown School

We have the following committees:

- Full governing body
- Pay review
- Headteacher appraisal

We meet as a **full governing body** half termly to ask questions about:

- what has been achieved against the school development plan
 - information and data about the school
 - how statutory duties are being met
 - challenging the school and ourselves
 - ensuring the strategic direction of the school will meet all students' needs
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- how effective safeguarding is in school
 - how well all students are progressing
 - how the school's curriculum is designed and implemented
 - how well students and their families are being supported
 - the attendance of students
 - how the school engages with parents
 - student and staff wellbeing
 - how students are offered further opportunities to learn skills for life beyond school
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- setting the annual budget
 - how the budget is spent and the impact of the expenditure
 - the staff appraisal process and the impact of the objectives set
 - the staffing structure
 - training and development the staff take part in and the impact
 - the maintenance and development of the school building and grounds

The **pay review committee** meets annually to:

- make decisions about salary in accordance with statutory guidance
- receive recommendation of salary increase for the headteacher based on information tracked over the year by the headteacher appraisal panel
- review and implement pay recommendations against the school's pay policy using local authority and DfE guidance to implement the school's pay policy

The **headteacher's appraisal panel** ensures that:

- an external advisor is appointed annually to ensure that objectives set are fair, attainable and will move the school forwards
- there is a termly meeting to support and challenge the headteacher and gather evidence of progression against objectives set
- there is an annual recommendation about salary progression

Governors:

- ❖ ensure that safeguarding has a high profile in school
- ❖ ensure that policies are reviewed and updated to underpin the school's work
- ❖ are linked to subjects/ areas/school development plan priorities and visit the school to speak with staff and students about the work in that area
- ❖ seek assurance that statutory duties are being met
- ❖ attend training both in and out of school to increase their knowledge about governance
- ❖ prepare for each meeting by reading information to be able ask the challenging questions which help the school show that there is a continuous drive for improvement in all aspects of school life

Being a governor requires commitment and time; but is very rewarding. If you have any further questions or want to find out more about school governance, please contact Yvonne McLeod, chair of governors, via the school.