

Cirencester Kingshill School

Governing Body Structure



Objectives	Objectives	Objectives	Objectives	Objectives
<ul style="list-style-type: none"> The structure of the Governing Body. Governor involvement Recruitment of Governors. Governors' development plan. Governor training. Dates of Meetings of the full Governing Body. Agenda items for the full Governing Body. Oversight of the work of the other Committees of the Governing Body and ensuring Policies are reviewed by the appropriate committees annually. The monitoring and consideration of any 	<ul style="list-style-type: none"> Approving the draft budget plan of the financial year. Establish and maintain an up to date 3 year financial plan. Consider a budget position statement including virement decisions at least termly (3 times per year) and to report significant anomalies from the anticipated position to the Governing Body. Ensure that the School operates within the Financial Regulations of the EFA. Monitor expenditure of all voluntary funds kept on behalf of the Governing Body. To annually review charges, remissions, and expenses in line with the School Charging Policy. 	<ul style="list-style-type: none"> Keep under review the organisation and staffing structure in consultation with the Head and the Finance Committee. Provide support and guidance for the Head on all personnel matters. The Head is accountable to the Staffing Committee for delivery of these areas within the school. Oversee the Pay Policy for all categories of staff and to be responsible for its administration and review. Review teachers' salaries and those of the Head and SLT annually, as required by the Teachers' Pay and Conditions Document, and to take decisions relating to changes in salary. 	<ul style="list-style-type: none"> Advise the Governing Body on priorities, including Health and Safety, for the maintenance and development of the School's premises. Oversee arrangements for repair and maintenance. Make recommendations to the Governors' Finance Committee on premises related expenditure. In consultation with the Headteacher and the Governors' Finance Committee, to oversee premises related funding bids. Oversee arrangements, including Health and Safety, for the use of School 	<ul style="list-style-type: none"> To consider all detailed matters related to the pupils' education and social well-being. To monitor the activities relating to the assessment, statementing and review of children with learning difficulties and disabilities. To ensure that those responsibilities laid down under relevant Education Acts are related to the Conduct of the School and Curriculum are being met. Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative. If the vote to approve policies is not unanimous the Chair will

<p>policies which fall outside the purview of the other committees. If the vote to approve policies is not unanimous the Chair will refer the policy back to the full Governing Body.</p> <ul style="list-style-type: none"> • Oversight of the SEF, SDP and target setting. • Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative . 	<ul style="list-style-type: none"> • Make decisions in respect of service agreements. • Make decisions on expenditure following recommendations from other committees in line with the Finance Policy. • Ensure, as far as is practical, that Health and Safety issues are appropriately prioritised. • Determine whether sufficient funds are available for pay increments as recommended by the Headteacher. * If sufficient funds are not available refer the item back to Governors' Staffing Committee. • In the light of the Headteacher Performance Management Group's recommendations, to determine whether sufficient funds are available for increments. • Prepare the financial statement to form part of the annual report of the governing body to parents and for filing in accordance with Companies Act and Charity Commission requirements. • Receive auditors' reports and responsible officers' reports and to recommend to the full Governing Body action as appropriate in response to audit findings. • Recommend to the full governing body the appointment or reappointment of the auditors of the academy. • Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative. • If the vote to approve policies is not unanimous the Chair will refer the policy back to the full Governing Body. 	<ul style="list-style-type: none"> • Consider any representations against a decision on pay grading or pay awards. • Participate, as appropriate, in the selection and recruitment of staff and to decide upon the appropriate salary of the appointee. • Monitor and review the Performance Management and Appraisal policy and procedures for all staff*. • Monitor and review the CPD policy and procedures for all staff. • Ensure that procedures are in place to maintain a Central Register for staff and to monitor that DBS and list 99 checks are completed satisfactorily. • Keep under review staff work/life balance, working conditions and well-being, including the monitoring of absence. • Make recommendations on personnel related expenditure to the Finance Committee. • Act as the Staff Dismissal Committee for disciplinary, capability or redundancy matters. • Act as the Grievance Resolution Panel for the Grievance Procedure. • Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative. • If the vote to approve policies is not unanimous the Chair will refer the policy back to the full Governing Body. 	<p>premises by outside users, subject to Governing Body policy.</p> <ul style="list-style-type: none"> • Establish and keep under review a Building Development Plan. • Establish and keep under review an Accessibility Plan. • Endeavour to use sustainable and eco-friendly materials when upgrading existing building or new build, where cost effective. • Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative. • If the vote to approve policies is not unanimous the Chair will refer the policy back to the full Governing Body. 	<p>refer the policy back to the full Governing Body.</p> <ul style="list-style-type: none"> • Any matters requiring an urgent decision can be referred to the Chairs' Committee or its delegated representative. • If the vote to approve policies is not unanimous the Chair will refer the policy back to the full Governing Body.
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