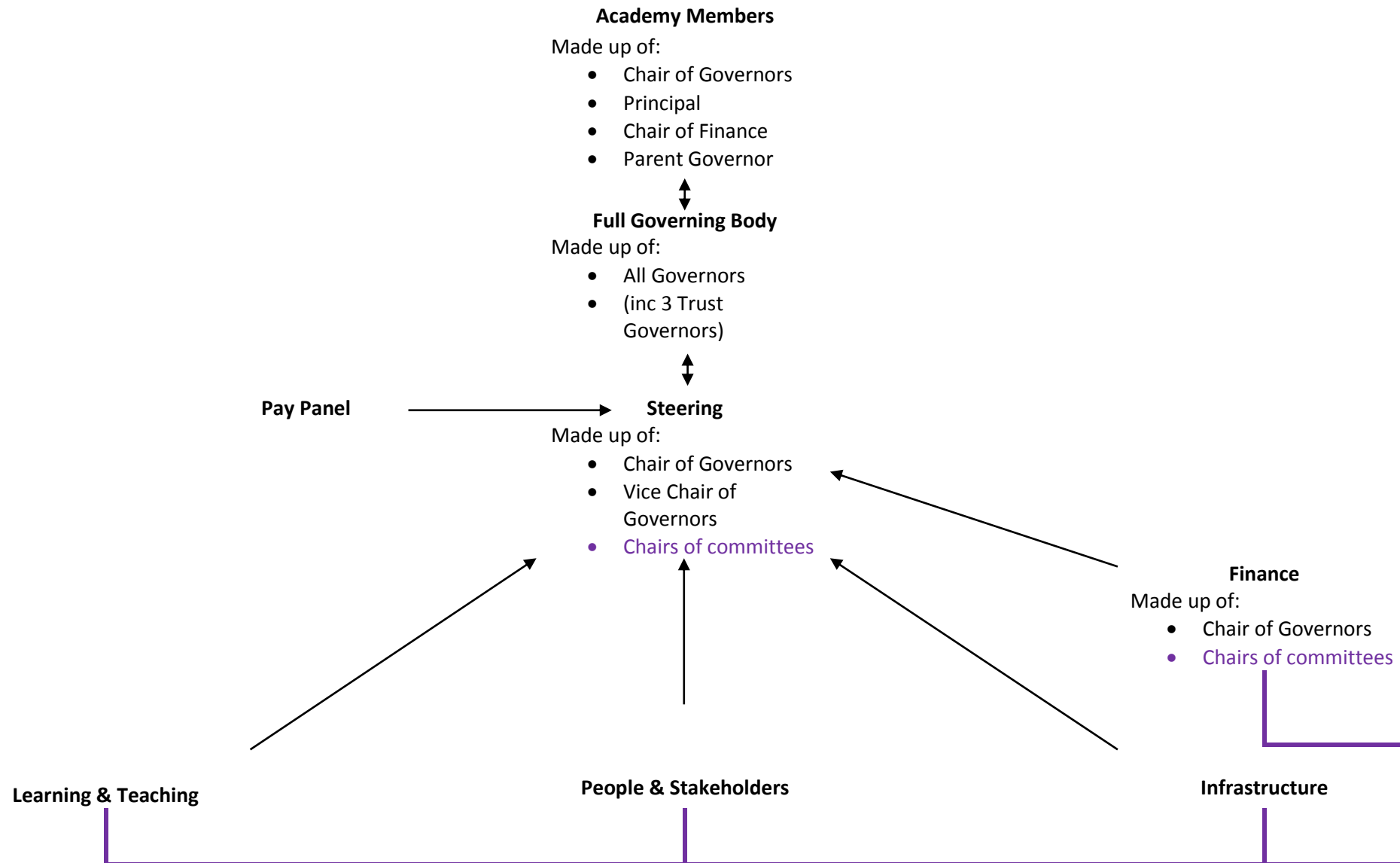


BOSWORTH ACADEMY MEMBER/GOVERNOR STRUCTURE 2015/16



Committee	What	Who	Team Skills Support
Full Governing Body	Chair Vice Chair(s) T&D / Link Governor Strategic Planning Policy Safeguarding	Key Governor Role 1 Key Governor Role 2 Key Governor Role 3 Chair of Governors All Governors / Committee Chairs All Governors	See Committee
Steering	Chair Pay recommendations	Key Governor Role 11 Principal	
Pay Panel (Part of Steering)	Principal's PIP Review	Pay Panel	
Finance	Chair Policy Finance Pay Pupil Premium	Key Governor Role 4 All Committee Governors / Chair All Committee Governors / Chair All Committee Governors / Chair Key Governor Role 5	Finance Business Pupil Premium
Learning and Teaching	Chair Policy Curriculum Data Tracking Pupil Premium SEND Governor Safeguarding Governor	Key Governor Role 9 All Committee Governors / Chair All Committee Governors / Chair All Committee Governors / Chair Key Governor Role 5 Key Governor Role 6 Key Governor Role 8	Academy Data Analysis Special Educational Needs Safeguarding Pupil Premium Teaching professional – current or ex
People and Stakeholders	Chair Policy Safeguarding Personnel	Key Governor Role 10 All Committee Governors / Chair Key Governor Role 8 All Committee Governors / Chair	Safeguarding Human Resources Community Links
Infrastructure	Chair Policy Premises Health and Safety	Key Governor Role 7 All Committee Governors / Chair All Committee Governors / Chair All Committee Governors / Chair	Risk Assessment Health and Safety

Committee	Responsibilities
Steering	<p>Delegated Powers</p> <ul style="list-style-type: none"> • To assess the effectiveness of the Governing Body and its committees • To set the strategic agenda for the Academy and help to determine the direction of the Academy, its vision, values and ethos • To review and research key issues facing the Academy and to recommend to the Governors any priorities, actions and resources required to address these issues • To receive the draft remits from the other committees • To identify and discuss the issues deemed as priorities by each of the committees in order to ensure that governors can be kept informed of key issues • To plan the agenda for meetings of the Full Governing Body • To ratify agreements made in committee and present relevant information to a meeting of the Full Governing Body • To ensure the Full Governing Body elect a Pay Panel to undertake the Performance Management/PIP of the Principal • To receive and review the Principal's recommendations for staff pay progression • To oversee the appropriateness and effectiveness of governor visits • To oversee the Academy Profile and publicity materials • Ensure that policies are reviewed in committees and approved as required and to review policies in depth that straddle all committees <p>Financial Management</p> <ul style="list-style-type: none"> • To form a sub-committee to consult with the Business Manager to oversee the budget • To review financial controls, approve financial procedures and submit a Statement of Internal Control • To oversee the 5 year Financial Plan • To be aware of all committees' budgeting requirements and priorities and authorise spending in accordance with the Financial Plan • To approve the annual budget • To oversee contracts and Service Level Agreements • To be the Audit Committee for the Academy, responsible for oversight of both External and Internal Audit
Pay Panel (Part of Steering)	<p>Delegated Powers</p> <ul style="list-style-type: none"> • To undertake the Performance Management/PIP of the Principal
Finance	<p>Delegated Powers</p> <ul style="list-style-type: none"> • In consultation with the Principal and Business Manager, to draft the first formal budget plan of the financial year • To establish and maintain an up to date 3 year financial plan • To monitor relevant income and expenditure for all areas – to have a whole school perspective on the budget – reporting significant anomalies • Check the budget for accuracy and completeness • Review Capital Budget, take to Infrastructure, then to Steering for approval • To ensure the school operates within the Financial Regulations of the County Council • To annually review charges, remissions and expenses policies

	<ul style="list-style-type: none"> • To approve and make decisions in respect of service agreements • To approve and make decisions on expenditure following recommendations from other committees • To prepare financial statements for inclusion in the governing body report to parents • To consider Audit issues • School private account • To consider / approve Principals expenses • To oversee the reviewing of staffing and school structures
Learning and Teaching	<p>Delegated Powers</p> <ul style="list-style-type: none"> • All students at Bosworth are taught a ‘broad and balanced’ curriculum • The academy has a curriculum policy in place • The academy follows the National Curriculum • Ensure only approved qualifications and syllabuses are used • Ensure the curriculum is assessed and progress reported upon • Pupils learn to a standard that compares favourably with similar schools • Annual targets are set • Details of examination results and National Curriculum Key Stage assessments are included in the Academy Profile <p>Monitoring</p> <ul style="list-style-type: none"> • A programme of focused academy visits • The SSDP • Monitoring relevant sections of the Schools Integrated Development Plans • Receiving reports as necessary from the SLT • Receiving regular updates on student progress performance using performance data eg RAISEonline • Receive an annual Work Sample Report and monitor impact on student learning • Receiving regularly reports on Pupil Premium
People and Stakeholders	<p>Delegated Powers</p> <ul style="list-style-type: none"> • Monitor attendance of staff and students • Receive and respond to complaints • Ensure that procedures are followed in relation to disciplinary hearing • Oversee pay and performance management • Seek the views and opinions of stakeholders, namely parents, students, staff and members of the wider community • Ensure that those views are responded to or acted upon wherever appropriate • Where possible use creative methods to elicit the views of stakeholders <p>Monitoring</p> <ul style="list-style-type: none"> • A programme of focused academy visits • Receiving reports and information from the SLT • An awareness of specific issues or proposals as relevant

Infrastructure	<p>Delegated Powers/Monitoring</p> <p>Premises</p> <ul style="list-style-type: none"> • To advise the Governing Body (GB) on priorities, including Health and Safety, for the maintenance, security and development of the school premises • To ensure that an annual risk assessment of the school premises is carried out, to make regular assessments of any risk factors which may put the health and safety and welfare of staff, students and visitors at risk and to monitor and evaluate safety outcomes • To oversee arrangements for repairs and maintenance • To establish and keep under review a Capital Plan • To establish and keep under review an Accessibility Plan • To ensure that a fire drill evacuation is held at least once a term • Consult on school profile and prospectus • Ensure academy conforms to ECM <p>Catering</p> <ul style="list-style-type: none"> • To monitor and develop the school catering facilities and FSM, maintaining nutritional standards in relation to the healthy schools-healthy eating agenda <p>Subsidiary Company</p> <ul style="list-style-type: none"> • To monitor and develop the school nursery in line with Ofsted evaluation criteria • To monitor and develop the provision of extended services ensuring the increased provision of opportunities for pupils and the wider community • To monitor relevant income and expenditure for all areas specified above, – premises – including, repair and maintenance, DFC, utilities, IT, Catering and the Subsidiary Company – reporting to the GB through the Steering Committee
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* Full details of the Key Governor Roles have been attached to the email !