



Duties & Responsibilities of the Governing Body

The Greenfield Governing Body meets as a full Governing Body once a term. The work of the Governing Body is shared between the Curriculum Committee and the Staffing, Finance and Site Committee, which also meet once a term. Governors at Greenfield are fully involved in life and learning at Greenfield and have a high and positive profile in our school.

The duties of our Governing Body can be summarised under three key roles.

a) Be strategic leaders of the school by:

- Setting targets for school improvement;
- Overseeing the conduct of the school leadership and management including performance management;
- Setting and overseeing the management of the school's delegated budget including setting a policy of spending decisions and limits to decisions that can be made by the headteacher alone, and those decisions that must be referred to the Governing Body for approval;
- Setting staffing structures;
- Monitoring performance management arrangements;
- Agreeing policies and plans drafted by the headteacher and setting an appropriate policy framework within which the school must operate;
- Appointing senior managers and other key staff as determined by the Governing Body.

b) Act as critical friend to the school's senior leadership team by:

- Monitoring the quality of provision and standards of achievement within the school;
- Monitoring performance against targets set by the Governing Body;
- Monitoring the implementation of the policy framework set by the Governing Body and its impact on standards of achievement;
- Monitoring school self-evaluation and satisfying itself to the accuracy of this, including via external support as determined by the Governing Body;
- Ensuring the school complies with statutory requirements;
- Providing challenge and support to the headteacher and senior leadership team;
- Monitoring and evaluating progress towards post-inspection action points.

c) Hold the headteacher and senior leadership team to account, and be accountable to any interested party for the school's performance by:

- Receiving regular information from the headteacher and senior leadership team on the performance of all aspects of the school;
- Agreeing a performance management policy and monitoring its implementation;
- Conducting the performance management of the headteacher and monitoring progress towards agreed targets;
- Ensuring that the school's website meets statutory requirements;
- Agreeing a complaints policy and monitoring its implementation;
- Receiving appeals on issues relating to staff grievance, capability, complaints and exclusions;
- Determining how the school's relationships with parents will be managed, including what will be communicated, in what medium and how frequently.