

## Roles & Responsibilities Local Governing Body - Welton

Role/responsibility for	Governor responsible	Notes
Head's reports	Michael Keeling	
All policies, except those identified as needing to be agreed at Director level (see policy schedule)	Michael Keeling	
Disciplinary for staff	Michael Keeling	
Exclusion appeals	Michael Keeling	
Appeals for admissions	Michael Keeling	
<p>Department improvement plans</p> <p>These are the documents used by departments to help detail actions to be taken and key success criteria to be met. They are written on an annual basis and are linked to the whole school improvement plan, self-evaluation documents and of course, examination results.</p> <p>Maths English Science Languages Art Business Drama Geography History ICT PB PE Technology Music EYFS</p>	<p>Barry Sillwood Michel Keeling Sophie Spinks Michael Keeling Sophie Spinks N/A Michael Keeling Barry Sillwood Barry Sillwood Richard Hearn Elaine Heal/Miranda Cooper Simon Scarborough Richard Hearn Simon Scarborough Michael Keeling</p>	
<p>Subject performance</p> <p>Those identified above should be aware of the progress children are making in the subject</p>	Michael Keeling	
<p>Pastoral issues such as rewards and sanctions, attendance, exclusion</p> <p>Are we setting challenging targets, trying to reduce exclusions, improve behaviour and reward students for success.</p>	Elaine Heal	
<p>Safeguarding and Child protection</p> <p>A report should be submitted annually about child protection. It will detail provision, training and an overall measure of concerns raised in the previous year.</p>	Michael Keeling	
<p>Curriculum models</p> <p>What we teach, how much time we give and the structure of the school day, etc</p>	John Snell	

Development of senior and middle leadership	John Snell	
Marketing (prospectus etc) Supporting the development of the prospectus, marketing campaigns, etc	Michael Keeling	
OFSTED preparation	John Snell	
School visions What is each school aiming to achieve with the children that attend, but also wider school responsibilities within the community	John Snell & LGB	
Agreeing pay decisions – except Headteacher	John Snell & SLT For HT – Michael Keeling & LGB	Recommendations to be made to Trust. Trust Pay Committee have overall decision.
Setting targets	LGB	In conjunction with the Trust
Budget management	Michael Keeling	
Staff appointments up to Deputy Head level Where appropriate, according to the appointments policy, being available for interview processes, etc	LGB Members as available	
SEN Supporting SENCOs with their duties in school and supporting where there are challenges from parents, etc. knowing how we identify children, how money is spent and the impact of this. Helping in the development of SEN policy.	Gemma Chinnery	
Pupil Premium Governor Knowing how well Free School Meal, Looked After and Service children are doing. How we spend the money allocated on pupil premium children. The impact of this expenditure.	Gemma Chinnery	
Staffing structures This relates to the curriculum and budget, but essentially making sure we have the right staff in the right places in teaching, leadership and support.	Michael Keeling	
Premises development plan	Barry Sillwood	
Teaching How good is teaching, how do we know and what measures are taken to improve it.	John Snell Caroline Smart	
Health and Safety	Elaine Heal	