

Whickham School is constituted as a charitable company limited by guarantee and is registered with Companies House. The Constitution of the Academy is set out in the Articles of Association which are agreed with the Secretary of State. There are two tiers of governance consisting of Members and Governors.

**The functions of the Members are:**

- To oversee the achievement objectives of the company
- Receive and adopt the annual report and accounts from the Board of Trustees
- Attend and contribute to annual and general meetings
- Appoint Governors in line with the Articles of Association
- Power to amend the Articles of Association and ultimately remove governors

Members have limited involvement in the strategic management of the company as this rests with the Board of Governors who are also known as Directors or Trustees.

**The main roles of the Governing Body are:**

To plan ahead to make sure the school has the right strategies and resources to get the best outcomes for the students; this includes overseeing the delivery of the curriculum.

To challenge, monitor and evaluate the school's effectiveness.

To oversee the school's budget so that it is used in the best way; the governing body is responsible for the proper and efficient management of the school's funds and cannot plan for a deficit.

To make sure that young people and adults are safe at school.

Ensure the Academy complies with relevant charity law and company law.

Operate the academy in accordance with the Funding Agreement that has been signed with the secretary of state.

To act as a 'critical friend' to the Headteacher, and to hold him accountable for the management of the school. He reports to the governing body on the school's performance and how plans are going.

The Headteacher is responsible for the day to day operational management of the school.

**Governors are involved in:**

The school's strategic plans and its' improvement plan

School policies

How the school budget will be spent

Teaching and learning and how the school will reach performance targets

Staff matters including pay and appointment and dismissal

Student behaviour

The school buildings, including health and safety, repair and maintenance of school buildings and the use of school premises outside school hours

The whole governing body meets once each term; it has a number of committees, panels and groups to discuss and progress matters in more detail (see below).

### **Governor Committees, Panels and Groups:**

#### **Finance, Staffing and General Purposes Committee**

The school budget

Pupil Premium funding and impact

Contracts

Staffing matters including pay policy and appraisal

#### **Premises, Health and Safety and Safeguarding Committee**

Safeguarding matters

Premises and buildings

Health and Safety

#### **Curriculum and Pupils Committee**

Student curriculum assessment and performance targets and results

Teaching and learning strategies and outcomes, including staff training

#### **Head Teacher's Appraisal Panel**

The chair, vice-chair and two other governors along with the School Improvement Partner meet each autumn term to assess the head teacher's performance and to set new targets for the year.

#### **Behaviour and Attendance Panels**

Governors sit on behaviour and attendance panels to help students whose poor attitudes to learning, or whose poor attendance is impeding their progress.

#### **Pupil Discipline Panel**

A panel of three governors meet to review the Headteacher's exclusion decisions whenever there is a requirement to do so.