

Parents Forum – The March C of E School - Sept 2014

Date – 23.09.14

Topic – Governance

Chair – Mr Jackson (Deputy Head)

Guest Attendee – Andy Nicholls – West Sussex Governance Services

Governor Attendee – Mr John Proctor

Further attendees – Mr Edgington (Headmaster) and parent attendees

GOVERNANCE

Andy Nicholls from West Sussex Governance Services led this topic with a presentation and open discussion. A brief outline, as follows

- Governing Body roles and responsibilities
- Core strategic functions of the Governing Body
- The four principles of the Governing Body
- The Gov. Body role in the School Improvement Cycle
- Effective Governance
- Monitoring
- Evaluation
- Where Governors make a difference

Outline of organisation of our Governors

Governors serve a **four year term of office** and, for a Church of England school, are appointed as follows

- 2 Governors - represent the dioceses, appointed by the Bishop
- 2 Governors – foundation Governors, appointed by St Peters
- 2 Governors – foundation Governors, appointed by Oving Church
- 2 Governors – incumbents of the Parish – Parish Priest of St Peters and Oving Churches
- 2 Governors – parent Governors – elected by parents/carers
- 2 Governors – school staff member, appointed by school staff – (nb; this will change to 1 Governor as staff and 1 Governor co-opted)
- 1 Governor – Headmaster/mistress

Please note - Governors are also appointed strategically to ensure a beneficial spread of skills.

Please see the National Governors Association doc. for more information

<http://www.nga.org.uk/getattachment/About-Us/Be-a-Governor/The-Role-of-the-Governor-Jan-2011.pdf.aspx>

The topic of Governance created a lot of dynamic discussion focused around the understanding of the system for the appointment of School Governors and the challenge of creating a Board of Governors that best support the needs of a school.

Agreed Actions/outcomes

To achieve a more transparent and visible presence for the Governors at our school and to support a stronger sense of 'engagement' with the parents/carers, the following was discussed

- Inclusion of the Governors names and relevant histories on our school website – under 'Community'
- Publication of minutes of Governors meetings on our school website, suggested confidential items to be recorded as heading only – under 'Community'
- Improve facility for Parents to contact Governors confidentially – Governor John Proctor suggested creation of a Governors email address. *This would be for relevant purposes only, matters that cannot be resolved through the normal school channels.*
- Publish information on the Governor for each year group (class) - each Governor has a year group that they follow through the school. This is an existing initiative made by the Governing Body of our school, which would be very beneficial for the parent/carers to be made aware of.

OTHER TOPICS COVERED AT FORUM

Parent Forum – Objectives, Scope and Conduct DOC – Ashley Hatton

- First draft presented - agreed content of document
- Refine and edit document – to be reviewed and published

Guidelines for Topics at future Parents Forums

- Outline of School Improvement Plan to be provided as aid to setting future Topics for discussion
- Agreement that Parents should choose Topics, with the above Plan as a relevant tool for guidance and clarity of understanding of realistic outcomes and timeframes

Publication of Minutes from Parents Forums

- July Parents Forum – Topic 'Homework' - Minutes have not been published to date. Agreed to publish this term. Mr Jackson to facilitate.
- All Minutes of Parents Forums to exist as archive on school website, as reference tool for parents/carers.
- Parents who cannot attend meetings have opportunity to put forward relevant comments to Parents Forum following previous meeting.

Next meeting

Date – Tuesday 11th Nov 2pm

Topic – Behaviour and Discipline – *recommended read relevant document published on school website prior to meeting*

Other points

Recording of minutes Parents Forums – agree the system for accurate documentation and publication of minutes for all future meetings