

St Simon's Catholic Primary School

*'Whatever you do, do it for the glory
of God.'*



Governor Policy

The purpose of the Governor policy at St Simon's Catholic Primary is to assist the school in the fulfilment of its Mission Statement. It is our aim that each pupil will **STRIVE** to be the very best that they can be, both for the glory of God and the service of others.

The aim of this policy is to provide a consistent, clear approach to the Governance of the school, ensuring that:

- The vision, ethos and strategic direction of the school is clearly defined;
- The Headteacher performs her responsibilities for the educational performance of the school and its pupils;
- The school's financial resources are used effectively.

The Governing Board at St Simon's Catholic Primary School have responsibilities in relation to areas such as Health and Safety and Safeguarding. It also has an important role in monitoring the effectiveness of the curriculum and understanding progress that is being made towards targets set out in the School Improvement Plan.

Induction

New Governors are welcomed into the role at St Simon's Catholic Primary School and will offer support and guidance from the Diocese of Shrewsbury. Governors are expected to attend three full Governing Board meetings in the year and any further committee meetings that they have been elected onto.

The Diocese provide training information for all new governors as well as other key training opportunities such as Safeguarding and Safer recruitment. The Governing Board may also direct Governors to access specific training opportunities to ensure that there is a wide range of knowledge and understanding within the entire board.

Visiting the classrooms and School Leads is a good way to gain greater insight into the vision of the school. Governors are an important and integral part of the school community and are welcome in school. Governors are expected to be involved in a formal way through their governorship and are also encouraged to be involved in an informal way too.

It is essential that governors see classes at work and be familiar with the life of the school during the working day. This enables governors to be good ambassadors of the school and increases their knowledge base, so that they can make wise decisions and provide effective support and challenge at Governing Board meetings.

The Governing Board is a corporate body which means that no governor can act on her/his own without proper authority from the full governing board; all governors carry equal responsibility for decisions made and the overriding concern of all governors is the welfare of the school as a whole.

Visits

Governors attached to a class should liaise with the class teacher to discuss the focus for the visit and to arrange a suitable time and date. The Headteacher should always be made aware of this appointment.

The visit should promote both educational awareness and goodwill.

The visiting governor should be both sensitive and positive towards staff, pupils and the school environment.

Governors are not inspectors and will not make professional judgements about teaching and learning.

Governors should be aware of the need for confidentiality and be familiar with St Simon's Safeguarding Policy.

Each governor should aim to make at least two visits per school year. For this year's timetable, please see Appendix 1

Reporting

A Governor Visit Report should be completed for each visit. (Appendix 2). Before the visit, the sections relating to the purpose of the visit, the staff to visit and potential activities should be agreed between the governor, Headteacher and member of staff. After the visit, governors should update the activities section along with other sections as to what has been learned, comments and ideas for future visits. The report

should be sent to the class teacher and the Headteacher for them to include their comments, before circulation.

In the unlikely event that there is any aspect of the visit that concerns you, please take it to the Headteacher first, rather than the class teacher.

Visit Guidelines for Governors

All visits will be conducted in accordance with the protocol for Governor Visits – appendix 2.

Agree in advance with the teacher your role in the classroom (observer, participation, involvement with pupils, etc)

Remember you are there in a supportive role

Remember to complete the visit form before and after your visit.

If you see something you don't understand or need clarification on, this should be discussed afterwards with the class teacher if at all possible.

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Governor Timetable 2023-24

BLOCK 1 4 th Sept – 17 th Nov 2023		BLOCK 2 20 th Nov (2023)– 2 nd Feb 2024		BLOCK 3 5 th Feb – 3 rd May 2024		BLOCK 4 6 th May – 23 rd July 2023	

Ratified by the Full Governing Board on 15/03/2023
To be reviewed in Spring 2026

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Governor Responsibilities 2023-24

NAME	SUBJECT		YEAR GROUP
Rita Froggatt	RE	Young Carer	Y6
Peter Coleing CHAIR	Safeguarding	Numeracy	Y5
James Bayly	Science		Y4
Will Dawson	Well being		Y3
Fiona Preece	Literacy		Y2
Paula McDonough	PSHE	RSE	Y1
Don Mathews George VICE CHAIR			EYFS
Phil Horton	Gov development	Health & Safety	
Frances Fitton	SEND	Managing medical conditions	
Sminu Joseph			
Hazel Ross	Pupil Premium		
Sean Pierse			

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Governor Visit Report

Name:	Date of visit:
Area of responsibility:	
Classes/staff visited:	Purpose of visit:
Summary of activities e.g. talking to staff and pupils, looking at resources, lunch time etc:	
What have I learned as a result of my visit?	Positive comments about the visit:
Aspects I would like clarified/ questions that I have:	
Ideas for future visits:	
Other comments (Governor):	
Staff and Head teacher comments:	
Signed (Governor)	Date:
Signed (Teacher/Head teacher)	Date:

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