



William Penn A Parents' Guide to the Governing Body

Governors play an important part in overseeing the running of the school. We are here to ensure the school meets its statutory obligations and to provide the strategic overview for the school. The day-to-day management of the school is the responsibility of the Headteacher and the staff. Our role is to define what the school needs to do to improve, to support it in making these improvements, and to monitor how the improvements are being achieved.

The governing body provides strategic leadership and accountability in schools. It has three key functions:

- Overseeing the financial performance of the school and making sure its money is well spent
- Holding the headteacher to account for the educational performance of the school and its pupils
- Ensuring clarity of vision, ethos and strategic direction

All governors are volunteers. Our decisions are made as a collective body and no governor has any individual legal powers. However, most governors have responsibility for a particular area. For example, one governor is responsible for health and safety whilst another oversees the provision for children with Special Education Needs and meets regularly with SENDCo.

The governing body at William Penn School includes the Headteacher plus:

- 2 Parent governors who have children at the school and are elected by the other parents
- 2 Foundation governors who are nominated by the Quaker community
- 1 staff governor who is elected by the staff
- 1 LA governor who is appointed by the Local Education Authority
- 4 Co-opted governors who are members of the community and are appointed by the Governing Body based on the skills they can contribute to effective governance and the success of the school.

Governors set the aims and objectives for the school and approve the policies and targets for achieving those aims and objectives. They monitor and evaluate the progress the school is making and act as a source of challenge and support to the headteacher. In action, this means:

- Appointing and performance reviewing the head teacher, including making decisions about pay
- Managing budgets and deciding how money is spent
- Engaging with pupils, staff, parents and the school community
- Sitting on panels and making decisions about things like complaints
- Addressing a range of education issues within the school including disadvantaged pupils, pupils with special needs, staff workload and teacher recruitment
- Looking at data and evidence to ask questions and have challenging conversations about the school

In addition to the regular meetings, Governors also:

- Participate in training provided by external providers.
- Attend the summer INSET day to contribute to the School Improvement Plan.
- Visit the school to monitor the provision and give specific attention to subjects linked to the School Improvement Plan.