

Oakwood Infant
and



Nursery School

The Governing Body



Why do schools need a Governing Body?

Each school is required by law to have a Governing Body. The Governing Body is made up of members of the local community, parents, teachers, staff and representatives of the Local Authority. The Governing Body can only act together, they cannot act individually.

Who can be on the Governing Body?

The Governing Body will include:

- Parents elected by other parents at the school
- Staff governors elected by their colleagues
- Local Authority appointed governors
- Community Governors appointed by the governing body

What does the Governing Body do?

Together the Governors act as a kind of Board of Directors and meet to make decisions about the running of the school and to look after the interests of all the pupils. Governors have legal duties, powers and responsibilities. They can only act together; they cannot act individually.

The Governing Body works together with the Head Teacher, staff, parents and the local authority to help to:

- Decide what is taught
- Improve the school, to raise standards
- Plan for the ongoing development of the school.

- Set standards of behaviour
- Interview and select staff
- Decide how the budget is spent

Governors are not involved with the detailed day-to-day, running of the school. That is the Head Teacher's responsibility. Governors work together to make important decisions on how a school will be run.

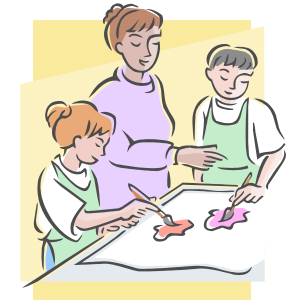
The Full Governing Body meets four times a year. There are smaller committees who meet once per term. There are 4 committees Curriculum and Pupil Related, Finance and Premises, Personnel and Pay, and Governing Body Development committees.

What do the Governors do?

Governors help to see that good practice and high standards are maintained. This is called being a 'critical friend'. They do this by:

- Showing an interest in children and their education
- Getting to know the staff, the pupils and their work by visiting the school
- Asking questions
- Offering support, advice and expertise
- Recognising and celebrating the achievements of the school
- Knows when the school is not achieving as well as it could
- Helping the school to improve and develop
- Attending the meetings of the full governing body

- Attending committee meetings as required
- Read reports and background papers prior to meetings
- Attend other occasions such as concerts, open evenings, sports day as often as they can
- Attend training sessions



Do I want to be a Parent Governor?

Parent Governors are elected by the parents as their representatives on the Full Governing Body

Being a Parent Governor is a responsible role and gives the opportunity to make a difference, not only for your children, but for children in years to come.

Parent Governors are representative of the parent body but the views they express at meetings are their own

Parent Governors are not expected to gather the views of parents and take them to the governing body;

Parent Governors are not an advocate for parents who complain. You should never champion one individual complainant's cause, however worthy.



Vacancies for Parent Governors are placed in the school and Governors Newsletters.

Training and support for governors

There is an excellent programme of training for governors provided by Essex County Council Governor Services. They produce an annual booklet of training courses from which governors can choose courses to attend.

There is also an equally excellent online training programme provide by Governors e-learning (Gel) which can be accessed at home

For new governors there is an informative and helpful induction training programme.

At Oakwood Infants School we also support new governors with a mentor. This means one of the more experienced governors is available to guide new governors through the various activities of the governing body to answer questions and as a point of contact

Becoming a governor can have benefits for you as well such as learning new skills, knowledge and special interests.

What to do if you have a complaint?

Parents may from time to time have a complaint about the school. All complaints should be discussed with the class teacher or head teacher. It is a head's job to deal with a parent's complaint not the role of Parent Governors.

If a parent is not satisfied with the outcome of their complaint the next step is to contact the Chair of the Governing Body by writing a letter or asking for an appointment to meet with them. Letters addressed to the Chair of the Governing Body should be handed in to Reception. If you wish to make an appointment to see the Chair of the Governing Body you should also ask at Reception about this.