

ROLE OF CHAIR OF GOVERNORS



Responsible to: The Federation Trust

Purpose of the Local Governing Body

Governors have a corporate responsibility for determining the strategic direction of the Academy by working with the Head of School and senior leadership team to agree policy and the transformation plan. An individual governor cannot act independently as an individual, all decisions regarding Academy policy and strategy must be determined as a quorate corporate body.

A key role of the Governing Body is to ensure that the Head of School and the senior leadership team are able to lead the Academy effectively on a day-to-day basis. The Governing Body should ensure that the senior leadership team are accountable for the success of the Academy by ensuring that agreed policies and the transformation plan are implemented and followed effectively.

Duties

In addition to the roles and duties of all Governors, the Chair of Governors also undertakes to:

- Ensure that the Governing Body's affairs are conducted in accordance with the law.
- Act as a critical friend to the Head of School by offering support, advice and information to ensure that the Academy continues to improve. The chair of governors should be prepared to ask challenging questions during Governing Body meetings.
- Report any *URGENT* action taken on behalf of the Governing Body, ensuring it is fully explained and supported - Chairs (and Vice Chairs in the Chair's absence) have no special power to take decisions on behalf of the Governing Body and should normally act as part of the corporate body. However, they do have the power to take action if the matter is urgent. The Education (School Government) (England) Regulations 1999 Regulation 43 defines 'urgent' as a case where delay would be seriously harmful to the school, or to any pupil or member of staff, and it would not be reasonably practicable to hold a governors' meeting to resolve the issue. Any urgent action the Chair (or Vice Chair in the Chair's absence) takes on behalf of the governing body should be reported at the next meeting of the Governing Body.

Academy Visits

- To represent the Governing Body at Academy events, when necessary preparing and delivering speeches to celebrate the achievements of the Academy, its staff and students.

Leadership and management

To ensure the continued success of the Academy by:

- Ensuring that meetings are run effectively: making sure that they start and finish on time, that agenda items are properly introduced, that people are encouraged to contribute and that decisions are taken when necessary and minuted;
- Ensure the Governing Body works effectively as a corporate body, recognising and developing governor's strengths, delegating effectively, ensuring all governors are acting in accordance with the role of a Governor at the Academy.
- Defining, with the Governing Body and the Head of School, a clear understanding of the roles of the Chair, Vice Chair, the other governors and the professionals within the school;
- Working with the Head of School by listening to concerns and giving constructive advice.
- Meeting with the Head of School in advance of full Governing Body meetings in order that the meeting runs effectively.
- Ensure all governors understand the collective responsibility for decisions taken at Governing Body meetings.
- To take responsibility for the recruitment, training and development of governors.

Definition

The word Academy is used as a generic term to describe any school within the Catmose Federation.