

## ROLE OF GOVERNOR



Responsible to: Governing Body

### Purpose of the 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 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.

The role description should be read in conjunction with the articles of association of the Federation and terms of reference for the local governing body.

### Duties

While recognising that the role of a governor is a voluntary one and that other commitments will sometimes take precedence, it is important that governors are able to commit to:

- Spending half a day per year in the Academy during term time, with an agenda arranged and agreed with the Head of School.
- Attend full Governing Body meetings on a termly basis (six per year) to ensure that statutory obligations are fulfilled.
- Volunteer to attend additional committee meetings to ensure that the Governing Body is able to fulfil its statutory obligations.

### Academy Visits

- Governors should aim to visit the Academy at least once per year; the date, time and agenda for of the visit should be agreed with the Head of School in advance.
- The purpose of the visit should be to ensure a familiarity with the way in which the Academy operates. It should not be to assess the performance of staff or students in any way.
- The focus of a visit could be an area of the Transformation Plan.
- Governors are encouraged to attend Academy events including performing arts, the annual awards evening, staff training events and other public occasions to ensure that the Governing Body has a visible presence amongst the Academy community.

### Leadership and management

To ensure the continued success of the Academy by:

- Securing good or better leadership of the Academy by acting as a critical friend to the senior leadership team.
- Reviewing and approving policies drafted by the senior leadership team, ensuring at all times that the Governing Body fulfils its statutory obligations.
- Reviewing and approving the Academy's Transformation Plan, drafted annually by the Head of School.

### Academy Review

- To support the vision and ethos of the Academy as agreed by the Governing Body.

- To contribute to monitoring and evaluating the success of the Academy, taking into account examination results, the quality of lessons and the views of parents, students and staff as presented in the annual Academy Review or other independent quality assurance process such as Ofsted.
- To proactively respond to issues identified in the Academy Review or other independent quality assurance process to bring about sustained improvement by agreeing a strategy through the Transformation Plan and Academy policy.

### Training

- Governors should be committed to ensuring that they attend training in order that they are able to effectively fulfil their obligations as a member of the Academy's Governing Body. This will include initial induction training, safer recruitment training, the exclusion process and staff disciplinary appeals.

### Definition

The term Academy used as a generic term to describe any school within the Rutland and District Schools' Federation.

Head of School is used to describe the most senior Federation manager responsible for the day to day management of the School.

Executive Principal is used to describe the most senior Federation manager responsible for the day to day management of all academies within the Federation.

The Federation is the Rutland and District Schools' Federation.