

Description of the Role and Duties of a Governor

The Governing Body

All governors are elected or appointed for a four year term. This can be renewable though the process of election/appointment needs to be repeated. The Chairman of the Board is elected by his/her fellow governors at the beginning of each academic year.

The Role of Governors

It is important to distinguish between the operational role of the head teacher and his/her leadership team and the governance role of the school governors.

The Governors are charged with:

- Determining the strategic framework of the school; its aims and objectives, and the policies and targets for achieving these.
- Acting as a critical friend to the School; offering support, constructive advice, a sounding board for ideas, a second opinion on proposals, and help when needed.
- Further, as a critical friend, a governor is expected to challenge, ask questions, seek information, improve proposals, and so seek to arrive at the distilled solution. Appointing the Headmaster and being involved in the appointment of the Deputy Head and other members of the Senior Leadership Team including the School Business Manager.

The Headmaster is responsible for:

- The internal organisation, management and control of the School. This includes financial management.
- Advising the governors on the strategic framework. Implementation of the strategic framework.
- Reporting to governors on progress made and the impacts of strategic decisions.

Statutory responsibilities of a Governing Body

These include:

- Conducting the School with a view to promoting high standards of educational achievement.
- Setting targets for pupil attainment.
- Deciding the strategic direction and policies for the operation of the School.
- Managing the School's budget.
- Ensuring that the curriculum is balanced and broadly based; and that National Curriculum and Religious Education requirements are met.
- Receiving regular reports from the Headmaster; and ensuring the publication of the School's results to its stakeholders.
- Determining the staffing level and pay policy for the staff, in accordance with the regulations.
- Appointing the Headmaster, and being involved in the appointment of the Deputy Head and other senior members of staff.
- Drawing up an action plan after an Inspection of the School.
- Ensuring that all responsibilities in terms of Safeguarding, Special Educational Needs and Health and Safety are met.

The Financing of the School

The Judd School is a voluntary aided school. This means it is a partnership between the State (Kent County Council) and the private sector (The Worshipful Company of Skinners). The Company owns most of the land and buildings.

The Governing Body is responsible for the overall financial strategy of the School though much of the detail for this is delegated to the Head and the School Business Manager.

How the School is Governed

The full Governing Body has three scheduled meetings each year, two at Skinners' Hall, one at the

School. These are held early in the evening and last for no more than two hours. Much of the detailed work of governance is delegated to committees. These include:

- Education
- Finance and General Purposes

Ad hoc committees and working groups may be established from time to time. These meetings are evenly divided between Skinners' Hall and the School.

There is a structured programme of Governor visits to the School; and most governors have specific link responsibilities with different areas of the School. Governors give unconditionally of their time and talents. All of them live busy lives but they bring their own experiences and skills to contribute to a strong and highly committed governing body which is an essential pre-condition for any successful school.