

MARDEN BRIDGE MIDDLE SCHOOL

PROGRAMME OF GOVERNORS' MEETINGS 2018 - 2019

| | DATE | TIME | MEETING |
|--|-------------|-------------|--|
| | 26/09/18 | 6.00 pm | FULL GOVERNING BODY |
| | 17/10/18 | 5.00 pm | FINANCE, FACILITIES, SAFEGUARDING & STAFFING |
| | 07/11/18 | 6.00 pm | TEACHING, LEADERSHIP & ACHIEVEMENT |
| | 14/11/18 | 6.00 pm | PASTORAL |
| | 21/11/18 | 6.00 pm | FULL GOVERNING BODY |
| | 09/01/19 | 5.00 pm | FINANCE, FACILITIES, SAFEGUARDING & STAFFING |
| | 06/02/19 | 6.00 pm | FULL GOVERNING BODY |
| | 13/02/19 | 6.00 pm | TEACHING, LEADERSHIP & ACHIEVEMENT |
| | 27/02/19 | 6.00 pm | PASTORAL |
| | 06/03/19 | 5.00 pm | FINANCE, FACILITIES, SAFEGUARDING & STAFFING |
| | 20/03/19 | 6.00 pm | FULL GOVERNING BODY |
| | 24/04/19 | 6.00 pm | TEACHING, LEADERSHIP & ACHIEVEMENT |
| | 15/05/19 | 6.00 pm | FULL GOVERNING BODY |
| | 22/05/19 | 6.00 pm | PASTORAL |
| | 05/06/19 | 5.00 pm | TEACHING, LEADERSHIP & ACHIEVEMENT |
| | 19/06/19 | 5.00 pm | FINANCE, FACILITIES, SAFEGUARDING & STAFFING |
| | 26/06/19 | 6.00 pm | FULL GOVERNING BODY |

COMMITTEE MEMBERS

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| FINANCE, FACILITIES, SAFEGUARDING & STAFFING CLERK – LISA DAWSON | JOHN NEWPORT DAI BRYSON EMMA CASEY LYNDA ENGLAND MIKE HOMER COLIN MARSH JERRY WATSON |
| TEACHING, LEADERSHIP & ACHIEVEMENT CLERK – LISA DAWSON | JOHN NEWPORT ALLAN BROWNRIGG AMANDA LEE COLIN MARSH GARETH MCQUILLAN |
| PASTORAL CLERK – LISA DAWSON | JOHN NEWPORT DAI BRYSON MIKE HOMER LARA LILICO COLIN MARSH KAREN MCGRANAGHAN EMILY SEDGHJOU |

Committees:

1. Teaching, Leadership & Achievement:

This group will assist the school in ensuring that all pupils make the desired rates of progress throughout the year and throughout their time at MBMS. It will ensure that pupil's behaviour allows learning to take place and that the pupils develop a love of learning.

Areas of Focus:

- Curriculum planning and policy:
- Ensure National Curriculum (NC) is taught to all pupils
- To decide which subject options should be taught having regard to resources, and implement provision for flexibility in the curriculum (including activities outside of the school day)
- Provide clear advice, informed by statutory guidance, on which a strategy for careers advice and guidance can be based
- Achievement and attainment across all areas
- Achievement and progress of all groups, eg pupil premium, SEN LAC, more able
- Monitoring and evaluation of teaching and learning
- Monitoring and evaluation of leadership in all its forms
- Continual professional development of all staff
- Performance management

2 Finance, Facilities, Safeguarding and Staffing

This group will ensure that the school manages its resources in a sustainable way for the benefit of all pupils.

Areas of Focus:

- Balanced school budget:
- To approve the first formal budget plan each financial year (and depends on your local scheme of financial delegation)
- To agree annual action plans and monitor how school premiums are spent (ie PE and Sports Premium, Year 7 numeracy and Maths catch up premium, service premium and the pupil premium)
- To establish a charging and remissions policy
- Staffing plans, including appointments and capability procedures:
- To put in place a pay policy
- To decide upon pay discretions in line with the pay policy and legal requirements
- Setting the overall staffing structure
- Determining dismissal payment/early retirement
- To adopt and review a teacher appraisal policy
- Buildings and Maintenance
- To establish an accessibility plan and review it every three years
- Safeguarding of all pupils within MBMS

Health and Safety

- To ensure a health and safety policy and procedures are in place

3 Pastoral

Pastoral committee – statement:

This group will ensure that the pupils of our school have a safe and exciting enrichment programme that is accessible to all. It will also enable all staff in the monitoring and delivery of an effective pastoral system.

The following is a list, although not exhaustive, of what the committee will be reviewing:

- Enrichment opportunities for all students, including after school provision;
- Documentation of Disadvantaged Pupils opportunities and needs of eg, uniform, experiential visits
- Monitoring the pastoral system, including rewards and discipline and communication between school and home specifically:
- To review all permanent exclusions and fixed term exclusions where the pupil is either excluded for more than 15 days in total in a term or would lose the opportunity to sit a public examination (can be delegated to chair/vice chair in cases of urgency)
- To produce a set of written principles for the school behaviour policy and present these to the Headteacher, parent, staff and students for consultation
- Regularly reviewing the charity commitments the school has and ensuring that the charities chosen complement the values and ethos of our school:

Information for parents, including:

- To determine whether to publish a home-school agreement (no longer a statutory requirement)
- Overall responsibility for ensuring that statutory requirements for information published in the school website, including details of governance arrangements, are met
- Establish, publish and review a complaints procedure

Admissions including:

- To annually determine admission arrangements (VA and foundation schools)
- To carry out consultation where changes to admission arrangements are proposed, or the governing has not consulted on their arrangements in the last 7 years (VA and foundation)
- Application decisions (Governing Bodies of VA and Foundation schools must establish a dedicated Admissions Committee to allocate places where they choose to delegate authority to committee level)
- To establish and publish an admissions appeal timetable (VA and Foundations Schools)
- To appeal against LA directions to admit pupil(s) (voluntary, foundation and special schools; also community and VC schools where LA is the admissions authority)
- To publish and update at least annually an SEN information report (meeting requirements set out in the Special Educational Needs and Disability Regulations 2014)