

Westfield School

Governance Structure 2016/17

Sub-Committee	Outline Purpose	SEF/SIP Links	Meeting Frequency	Senior Leadership Link	Governors
Community & Student Matters (CSM)	<ul style="list-style-type: none"> • Oversight of student attendance, exclusion and admissions • Evaluate and Contribute to school climate for learning • School council liaison • Oversight and evaluate student reward and a sanctions • Provide Governor disciplinary panel for students • Safeguarding of students • Community links and cohesion • Oversight of family of school and transition activity • Points School Sports Partnership liaison 	<ul style="list-style-type: none"> • The behaviour and safety of pupils at the school • The quality of leadership and management of the school 	1/2 Termly	Chris Beckett Anne Ashmore Gary Simmons	Sue Stewart Claire Sellars Sue Beeley Lisa Jones Joanne Clare Sally Williams Chris Fox Nicola Roddis

<p>Finance, Premises & Personnel (FPP)</p>	<ul style="list-style-type: none"> • Setting, oversight and monitoring of the School budget • Statutory duties for the School finances and deployment of school resources • Oversight of School payroll and HR transactions • Link to Kier and SIV • Oversee, monitor and evaluate capital expenditure on premises and development of ICT infrastructure. • Procurement procedures • Purchase of traded services • Oversight of staffing including HR issues 	<ul style="list-style-type: none"> • The quality of leadership and management of the school 	<p>1/2Termly</p>	<p>Adam Anderson</p>	<p>Mary Young Simon Voyse Sally Williams Claire Sellars Graham Tanfield</p> <p>Pay Committee Sally Williams Simon Voyse Mary Young</p>
<p>Curriculum, Achievement & Learning (CAL)</p>	<ul style="list-style-type: none"> • Monitor and contribute to the development of the curriculum across the college • Contribute to the setting of school attainment targets Monitor and evaluate tracking data against school targets • Evaluate effectiveness of school intervention strategies • Evaluate the overall quality of teaching and learning identified 	<ul style="list-style-type: none"> • The achievement of pupils at the school • The quality of teaching in the school 	<p>1/2 Termly</p>	<p>Matt Lambourne</p>	<p>Simon Voyse Claire Sellars Sue Stewart Lisa Jones Joanne Clare Sally Williams Paul Morgan</p>

	<ul style="list-style-type: none"> through QA and review processes Overview of school QA processes 				
Governor Effectiveness & Impact	<ul style="list-style-type: none"> Monitor, evaluate and review governor effectiveness in all areas of the school Monitor impact of committee structure and governor links Oversee governor training and links to SASGB and CWLB Oversight of school policies Governor induction 	<ul style="list-style-type: none"> The Quality of leadership and management of the school 	Termly	Adam Anderson	Full Governing Body
Full Governing Body	<ul style="list-style-type: none"> Functions of full governing body meetings 	<ul style="list-style-type: none"> Overall effectiveness 	Termly		Full Governing Body

- Governors Services Clerk for sub-committees & full governing body meetings
- All meeting 6pm – 8pm – Wednesday

Termly Meeting Sequence

	Meeting 1	Meeting 2	Meeting 3	Meeting 4
First 1/2 term	CAL	FPP	CSM	GEI
Second 1/2 term	CAL	FPP	CSM	FGB