

GOVERNOR ROLES & RESPONSIBILITIES – September 2023

This table below explains areas of OFFICIAL & STATUTORY responsibilities for Governors.

GB Chair: Helen Russell	Vice-Chair: Mark Hamilton	Liaison with LA in event of allegation against the Headteacher: FGB Chair
SAFEGUARDING: Wendy Luiz	SAFEGUARDING DEPUTY: Maureen Papworth	SEND & Inclusion: Wendy Luiz
Looked After Children: Wendy Luiz		
SFVS: James Thomas		Training: Clerk – Jill Sanders

COMMITTEES: CHAIRS AND MEMBERSHIP 2023-24

Children and Learning Committee: Chair, Wendy Luiz, members: Helen Russell / Mark Hamilton, Liz Pickop, Maureen Papworth, (Karen Saffer - attending), Helen Smith, Nick Mehta

Resources Committee: Chair, James Thomas, Helen Russell / Mark Hamilton, David O'Farrell, Nick Mehta, Maureen Papworth, attended by SBM;

Pay Committee: James Thomas, David O'Farrell and Wendy Luiz

Headteacher Appraisal Committee: Helen Russell, Mark Hamilton, Liz Pickop

(Governors are welcome to attend either committee if they so request)

Manby Lodge LINK GOVERNORS to subjects / areas in school

Expectations of monitoring per linked area of responsibility: 1 x visit or meeting per term.

Core Subjects / Areas - 2 x in-school visits, 1 x virtual

Foundation Subjects / Areas – 1 x in-school visit, 2 x virtual

(Subject areas we need to focus on this year – see below)

Core subjects/areas – purple – always a focus

Foundation Subjects – focus this year – 23-24

Subject / Area of Responsibility	Staff responsible	Linked Governor	Planned visits		
			Autumn	Spring	Summer
Safeguarding. No LAC children this year	Karen Saffer (Lead DSL)	Wendy Luiz & Maureen Papworth	In school visit - – Wendy / Maureen	In school visit - – Wendy / Maureen	Virtual meeting – Wendy / Maureen
EYFS Lead	Lisa Atkinson	None allocated			
Year 1 Lead	Sammy Maxmilan	None allocated			
Year 2 Lead	Georgie Hughes	None allocated			
SENCO (& Inclusion)	Karen Saffer	Wendy Luiz	SEND – Virtual meeting	In school visit	Virtual
Pupil Premium	Miriam Morris	Nick Mehta	In School visit Aut 2	Virtual meeting	In School visit
Reading, Writing	Georgie Hughes (& Ellie Fielding)	Maureen Papworth (all of English including Phonics)	Virtual Meeting	In school visit	Virtual
Phonics	Ellie Fielding (& Georgie Hughes)		In school visit Aut 1	Virtual	In school
Maths	Sammy Maxmilan (& Lisa Atkinson)	Nick Mehta	In school visit	Virtual	In school
Science	Lisa Atkinson (& Sammy Maxmilan)	Nick Mehta	In school visit	Virtual	In school
Art & DT	Karen Saffer (& Ciara Lonergan)	Liz Pickop	Virtual	In school visit	Virtual
Computing	Ciara Lonergan (&Karen Saffer)	David O'Farrell	Virtual	In school visit	Virtual
History & Geography	Tracy Stanford (& Laura Griffiths)	David O'Farrell	In school visit	Virtual	In school

Music	Laura Griffiths (& Tracy Stanford)	Liz Pickop	Virtual	In school visit	Virtual
PE	Faith Stevens (& Holly Skinner)	Mark Hamilton	In school visit	Virtual	In school
RE AND WORLD VIEWS	Miriam Morris	None allocated			
PSHE	Holly Skinner (& Faith Stevens)	Mark Hamilton	Virtual	Virtual	In school
Assessment	Karen Saffer	None allocated			
Health & Safety	Helen Plummer	James Thomas	James: (termly visits organised with Helen Plummer)		
Staff Well-Being	Holly Skinner	Helen Russell			
Additional potential school visits for all Governors: Xmas Performances, termly Parent Voice mtgs, end of Year performances, other performances, parent meetings – Parent Voice (termly meeting of Class Reps usually with a focus)					