



Aspire ~ Believe ~ Achieve

Pucklechurch CE VC Primary School

Governors' structure and working practice 2024-2025

Core functions of the Governing Body

The Governing body which, in partnership with the Headteacher provides clarity, vision and strategic guidance to deliver the vision of ensure every child receives the best possible education. It provides a platform to both challenge and support the Headteacher and the Senior Leadership Team (SLT) by holding them to account through an agreed school improvement plan and defined development goals and oversees the financial programme of the school.

Full Governing Board (FGB)

In line with Pucklechurch C of E VC primary school instrument of governance document issued by South Gloucestershire education authority, the governing body at maximum consists of:

- 1 Parent Governors (– Vice Chair, Jo Marsh)
- 1 LA Governor (Laura Sutton)
- 1 Staff Governor (Hollie Brooker)
- 1 Headteacher (Alex Capel)
- 2 Foundation Governors (Julie Gibbs, Dan Nicholls)
- 4 Co-opted governors (Duncan Light (Chair), Susan Norton) 2 vacant
- 1 Clerk to Governors – Helen Cook

The Governing body has adopted the circle model of Governance where the Full Governing Board is responsible for all Governance functions except for safeguarding and teacher / HT pay and performance. A dedicated Safeguarding Committee is responsible for Safeguarding but is held to account by the FGB. Pay and performance panels are authorised by the FGB but are still accountable to the FGB.

FGB meetings have been scheduled on a termly basis and follow a formal agenda agreed in 7 days in advance. Ad hoc meetings can be called at the discretion of the Head teacher and Chair as required to support these areas.

Up to 2 Governor days can be arranged every school year with the aim agreed by the HT and Chair.

Governor roles

- **Finance and Health & Safety** - Duncan Light, Jo Marsh
- **Safeguarding & SEND** : Laura Sutton, Duncan Light
- **Curriculum**: Susan Norton
- **Foundation**: Julie Gibbs, Dan Nicholls
- **Pay Panel**: Duncan Light, Laura Sutton
- **Headteacher performance**: Duncan Light, Laura Sutton
- **Governance**: Jo Marsh