



The Belmont Primary School Governing Body

What are governors and what are they responsible for?

Governors are a group of volunteers from different parts of the community who fulfil three core duties:

1. Ensuring the School has a clear sense of purpose, ethos and strategic direction.
2. Holding the head teacher and executive leaders to account for the educational performance of the School, the well-being of its pupils, and the performance management of staff.
3. Overseeing the School's financial performance and making sure its money is well spent.

Governors **do not play a role in a School's day-to-day management**. That's the job of the head teacher and the senior management team.

Who are the Belmont governors?

The Belmont governors reflect the make-up of the School community. Currently there are 8 core governors:

- Five parent governors, elected by all parents of children at the School.
- Two are staff governors. The Head Teacher is automatically a member. The other staff governor is elected by the staff at the School.
- One is a Local Authority Governor nominated by Hounslow Council.

There are also seven other governors are co-opted on to the Governing Body either for a term of office or for a specific project. These are staff and local people who have talents or skills the governors need or want to create a rounded, diverse body who represent the wider community around Belmont.

Most serve for four years, and can then stand for re-election or be re-nominated. Every year, we elect a Chair and Vice Chair. For the current academic year, the Chair is Charlotte Melford and Vice Chair is Gary Crichlow.

Details of the current governors are available on the School website.

So what do they actually do?

The full Governing Body meets once a term to discuss key issues facing the School. The Head Teacher provides a detailed report for governors to review and query. The minutes of full Governing Body meetings are available on the School website.

More detailed monitoring and decision-making is carried out at Belmont by four governor committees, which also meet termly. Each committee comprises five or six governors, including the Head Teacher, and focuses on more specific areas where governors have a responsibility: resources; curriculum & achievement; community; and health & safety / premises management.

The work of the committees includes monitoring expenditure against budget, reviewing academic attainment and progress, health and safety risk assessments, and making sure School policies are fit for purpose.

Some 'lead' governors have specific responsibility for areas such as English or SEND (special educational needs and disability). This means they focus on that area, talk to relevant lead staff, visit specific classes and then report back to the other governors.

Governors regularly visit the School to monitor how it is running, and often chat to the staff and children to see how they are getting on.

The governors also play a role in recruiting senior staff, and are responsible for the Head Teacher's annual appraisal. They are also responsible for decisions on major spending projects.

Governors have a responsibility to communicate with parents; at Belmont, the governors are keen to forge good links, and report annually on what they've been up to. In many ways, governors are a link to the local community too – considering the role of the School in its local area and also reflecting what's going on outside in the life of the School.

Where do their responsibilities end?

Governors do not manage the daily running of the School. Responsibilities such as assigning teaching staff to classes, curriculum planning, organisation of school trips, aftercare, afterschool clubs and other enrichment opportunities rest with the School's senior management.

What if I have a concern or complaint about the School?

If you are unhappy about any aspect of your child's time at Belmont, the first port of call should be the class teacher. If he or she can't resolve the problem, the next step is to contact the Deputy or Head Teacher via the School Office. If you are still not satisfied, then you can approach the Chair of Governors. Please do note that a governor can only become involved if you have already spoken to the appropriate teacher and the Head Teacher. You can email the governors at **governors@belmont.hounslow.sch.uk**.

Want to be a governor?

If you're interested in becoming a governor, feel free to contact any of the current governors for an informal chat. There is also useful information at:

<http://www.belmontprimarySchool.org.uk/Governing-Body/>

www.education.gov.uk/Schools/leadership/governance

www.nga.org.uk/