



Wyke Regis Primary Federation



Terms of Reference for the Governing Board

This paper summarises the Education (School Government) (Terms of Reference) (England) Regulations of 2000, which set down the legal framework for the Terms of Reference for Governing Bodies.

Preamble

The Governing Board must act with integrity, objectivity and honesty in the best interest of the school and be open about the decisions it makes and the actions it takes. In particular the Governing Board must be prepared to explain its decisions and actions to interested persons. The Governing Board is not required to disclose information it has decided should be confidential.

The Role of the Governing Board

The Governing Board fulfils a largely strategic role in the running of the Federation.

1. The Governing Board will establish a strategic framework for the Federation by:

Setting aims and objectives of the Federation
Setting policies to achieve those aims and objectives
Setting targets to achieve those aims and objectives
2. The Governing Board will monitor and evaluate progress towards achievement of its aims and objectives and regularly review the strategic framework for the Federation in light of that progress.
3. In establishing and monitoring the strategic framework the Governing Board considers any advice given by the Head of Federation and must comply with any trust deed relating to the school.
4. The Governing Board will act as a critical friend to the Head of Federation: it will support the Head and offer constructive criticism.

The Role of the Head of Federation

The Head of Federation is responsible for the internal organisation, management and control of the Federation and for the implementation of the Governing Board's strategic framework.

1. The Head of Federation will advise the Governing Board in determining and reviewing its strategic framework for the Federation. In particular, the Head will formulate for consideration by the Governing Board aims and objectives for the Federation, policies to achieve its aims and objectives and targets for achievement of the Governing Board's aims and objectives.

2. The Head of Federation must at least once a year report to the Governing Board on progress towards achieving its aims and objectives, in particular towards meeting specific targets set.

Delegation of the Governing Board's Functions

In deciding how to delegate its functions, the Governing Board must have regard to its overall strategic purpose and the responsibility of the Head of Federation for the operational management of the school.

1. The Head of Federation will comply with any reasonable direction made by the Governing Board in performing any function it delegates to her.

School Curriculum Policy

The Head of Federation will formulate a Curriculum Policy for adoption by the Governing Board.

1. The Head of Federation will review the Curriculum Policy annually and make any necessary changes, for adoption by the Governing Board.
2. The Head of Federation will implement the Curriculum Policy adopted by the Governing Board.
3. The Governing Board will:

Consider and adopt the Head of Federation's Curriculum Policy and any changes to it, with or without modification

Monitor, evaluate and review the implementation of the Curriculum Policy.

Performance Management Policy

The Governing Board must agree and implement a Performance Management Policy setting out how teacher appraisal at the school is to be implemented. This includes Head of Federation appraisal. The Governing Board may request the Head of Federation to formulate a Performance Management Policy for consideration and adoption, with or without modification. The Governing Board must review the Performance Management Policy annually and amend it as it sees fit.

1. Before establishing or amending the Performance Management Policy, the Governing Board must ensure that all teachers are consulted. The Governing Board may ask the Head of Federation to do this.
2. The Governing Board must make a copy of the policy available at the Federation for inspection by staff, anyone involved in operation of the appraisal system and any external School Improvement Partner/Consultant.