

The Shrubbery School

A Constitution for the Governing Body

The Constitution of The Shrubbery School Governing Body

The Shrubbery School is a non-maintained co-educational independent school for children from 3-11 years. As such the constitution of a Governing Body is determined by the proprietor. The proprietor is ultimately responsible for the effective governance of the School.

A member of the Governing Body is someone who freely gives of their time to make a small but vital difference to education, ultimately supporting the proprietor in their governance responsibilities.

The Governing Body shall consist of four voting Members:

- a. One parent member appointed by parents
- b. One staff member (teaching or support staff employed by the school) appointed by staff
- c. Two foundation Members who have the skills to contribute to the effective governance and success of the school.
 - Educational knowledge and experience
 - Business experience

All Members of the Governing Body will attend regular meetings to discuss matters relevant to their roles and responsibilities (as defined within “The Role of the Governing Body”).

The Head Teacher and Deputy Head Teacher will also be invited to these meetings as non-voting attendees. Their role will be to report to the Governing Body on matters that are relevant to the progression of educational standards at the school, for instance through the provision of evidence demonstrating actions undertaken against the performance improvement plan.

Occasionally other non-voting individuals may be invited to Governing Body Meetings to present insight or information relevant to current issues.

The confidentiality of the meetings is of paramount importance and the code of conduct for Members of the Governing Body must be upheld (See Code of Conduct).

The Governing Body is a supportive link between the proprietor and the Senior Leadership Team (“SLT”), who will offer challenge and advice to both parties with the aim of continual improvement of the teaching standards and practices at the School.

Terms and Conditions of Office

The term of office for Members of the Governing Body is for four years with voted Members able to put themselves up for re-election after this time.

The Members of the Governing Body must be over the age of eighteen and be prepared to undergo an enhanced DBS check. No-one can serve on the Governing Body who has been disqualified from teaching or working with children in any capacity.

Members of the Governing Body must also be subject to a Section 128 Prohibition from Management check.

When an elected member ceases to be a parent or staff member then they relinquish the post of Member of the Governing Body.

Members of the Governing Body must attend meetings termly with additional meetings to be called as required.

Members of the Governing Body should bring their own skills and knowledge to the Body, contributing to the growth and development of the school to the best of their abilities and skill.

Members of the Governing Body must support fundamental British values of democracy, rule of law, individual liberty and show mutual respect and tolerance of those with different faiths and beliefs. They should ensure these values are inherent in policies, curriculum and in the school ethos.

Members of the Governing Body must be aware of the requirements of safeguarding in school and understand that certain information remains confidential to DSL staff in school.

The Role of the Governing Body

The Members of the Governing Body are to hold the best interest of the pupils at heart maintaining the unique characteristics of The Shrubbery School.

The Shrubbery School Governing Body is an executive board which will act 'critical friend' overseeing the strategic leadership of the school. The Members of the Governing Body will ask those who lead questions to allow the leaders to reflect on practice and its impact.

Members of the Governing Body are volunteers who work alongside the school SLT and the Proprietor to agree targets, formulate policy and plan for future development.

Members of the Governing Body do not manage the day to day running of the school, but set a framework which should ensure the school is running effectively and continually striving to improve teaching standards. Specifically, the Governing Body does not have financial management or budgetary responsibilities, which remain the responsibility of the proprietors. However, the Governing Body may make such observations or recommendations to the proprietors, should it feel this would have a positive impact on the educational performance of the Shrubbery School.

The Governing Body will report back to the proprietor, staff and parents at appropriate intervals in order to communicate progress against the strategic aims of the School, and future ongoing actions. The format of these communications may take the form of written, electronic or face-to-face interactions, as considered appropriate by the Governing Body. The Governing Body may also periodically issue reports to parents outlining points discussed and any material conclusions that arose at previous Governing Body meetings.

The Governing Body should approve school policies and their review or revision.

The Governing Body will monitor and challenge school improvement plans, as presented to them by the SLT of the School.

The Governing Body should monitor the work of the school and its standards through progress reports about the achievement of specific groups of children, for instance of different abilities, gender groups, etc.

Members of the Governing Body may be required to visit the school at times to observe teaching and learning in order to fulfil their roles and responsibilities. Further, Members of the Governing Body may be requested to support school events as appropriate.