

Governor Support Service

Governor Core Induction

Part One

**Ron Fowler
Sandra D`Souza**

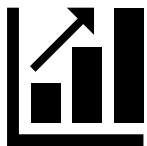


Summer 2023

Course outline



**Part 1 of the course will consider:
The schools, the frameworks
and the principles of governance**



**Part 2 of the course will consider:
The three functions of the GB and
looking at your own school**



**Part 3 of the course will consider:
Your role in safeguarding and child
protection**

Governor Introduction

- Say hello in the Chat Box and tell us where you're from!



About you...!



- How long have you been a school governor?
- Have you attended a governing board meeting?

Your Governor Support Service -



Log In

Username

Password

Remember Me

[Log In](#)

Upcoming courses

**** Clerks Briefing****

Tuesday 9th May 2023,10.00am-11.00am

**** Core Governor Induction Course-Part 1****

Wednesday 10th May,6.00pm-8.00pm

****Core Governor Induction Course-Part 2****

Wednesday 17th May 2023,6.00pm-8.00pm

****Core Governor Induction Course-Part 3****

Wednesday 24th May 2023,6.00pm-8.00pm

**** An inspector calls****

Wednesday 21st June 2023,6.30pm-8.00pm

**** Clerks Briefing****

Wednesday 28th June 2023,10.00am-11.00am

****Headteacher's Performance Management Course****

Wednesday 28th June 2023,6.30pm-

Home

Welcome to the Governor Support Service

The Governor Support Service is an independent service offering governor training, advice, guidance and support to all Hillingdon Schools. With over 20 years' combined experience working within local authorities in Governor Support roles, we are able to offer local and **legislative** advice, support and training to school governors and clerks.

[More](#)



Our services

Advice & Guidance

We provide governing bodies and schools with information, support, and advice to proactively promote and achieve outstanding governance. Schools can access our full range of services by purchasing a service level agreement with us for 2023/2024, or schools can access the training on a 'pay as you go' basis. Please contact us for further information

DfE Guidance on union strike action

The document provides advice on keeping schools open on strike days and explains the law on trade disputes and picketing.

- In the event of strike action at a school, the Department for Education expects the headteacher to take all reasonable steps to keep the school open for as many pupils as possible.
- The decision to open, restrict attendance, or close a maintained school is for the headteacher. The decision for academies rests with the academy trust, but is usually delegated to the principal.
- It is best practice for headteachers to consult governors, parents and the Local Authority, academy trust or diocesan representative (where appropriate) before deciding whether to close. Headteachers are entitled to ask staff whether they intend to strike.

Key Roles and Responsibilities

- Governance principles and competencies
- Expectations of the governor role
- Core functions of the governing board
- The governing board
- Strategic and operational roles
- The Headteacher
- The Chair of Governors
- The Clerk to Governors
- Meetings and effective practice

DfE – [‘Governance Handbook’](#), October 2020

DfE – [‘Academy Trust Handbook’](#), September 2022

Different types of schools

State funded schools are generally split into two categories:

- LA Maintained Schools

- receive government funding via the local authority
- work with the local authority
- may stand alone, or be **federated** with a group of maintained schools

- Academies and Free Schools

- receive funding directly from central government
- work independently
- may stand alone, or be part of a **Multi Academy Trust** group (MAT)

LA maintained schools:

Community

Voluntary Controlled

Voluntary Aided

Foundation

Trust

Community Special

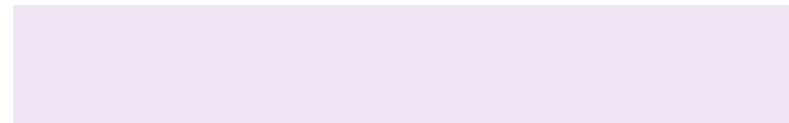
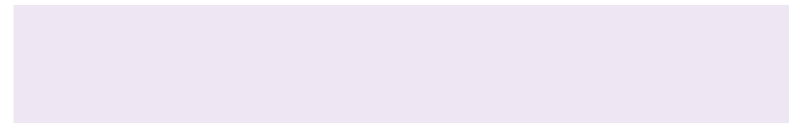
Foundation Special

Directly funded schools:

Single Academy Trust

Multi Academy Trust

Free School

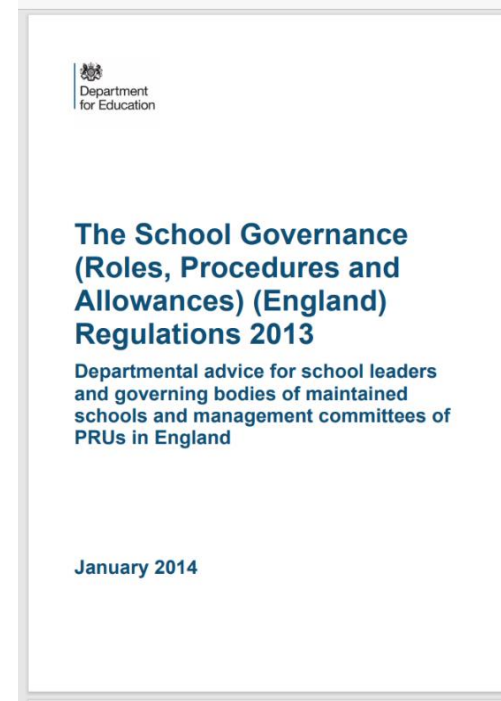
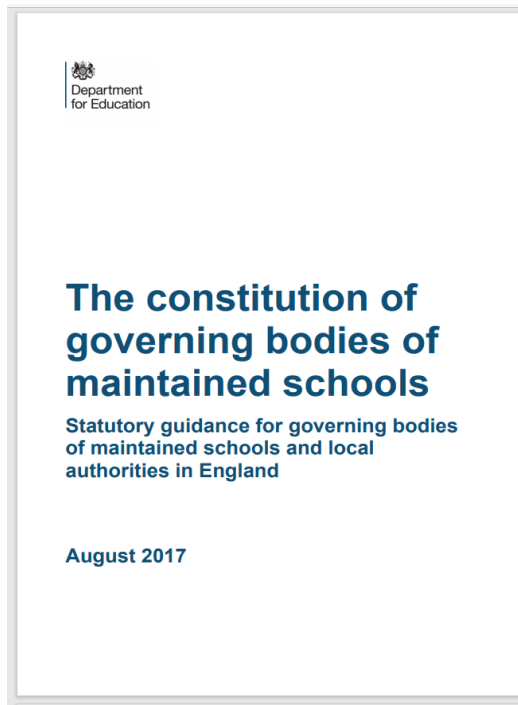


School Responsibilities

	Voluntary controlled	Voluntary aided	Community	Academy
Own admissions authority?	No – via LA	Yes	No – via LA	Yes
Own employer of staff?	No – via LA	Yes	No – via LA	Yes
Owens own land and buildings?	No	No	No	Depends
Revenue funding via	LA	LA	LA	Central gov
Charitable status	Exempt charity	Exempt charity	No	Exempt charity

Governance principles and legal duties

Maintained Schools

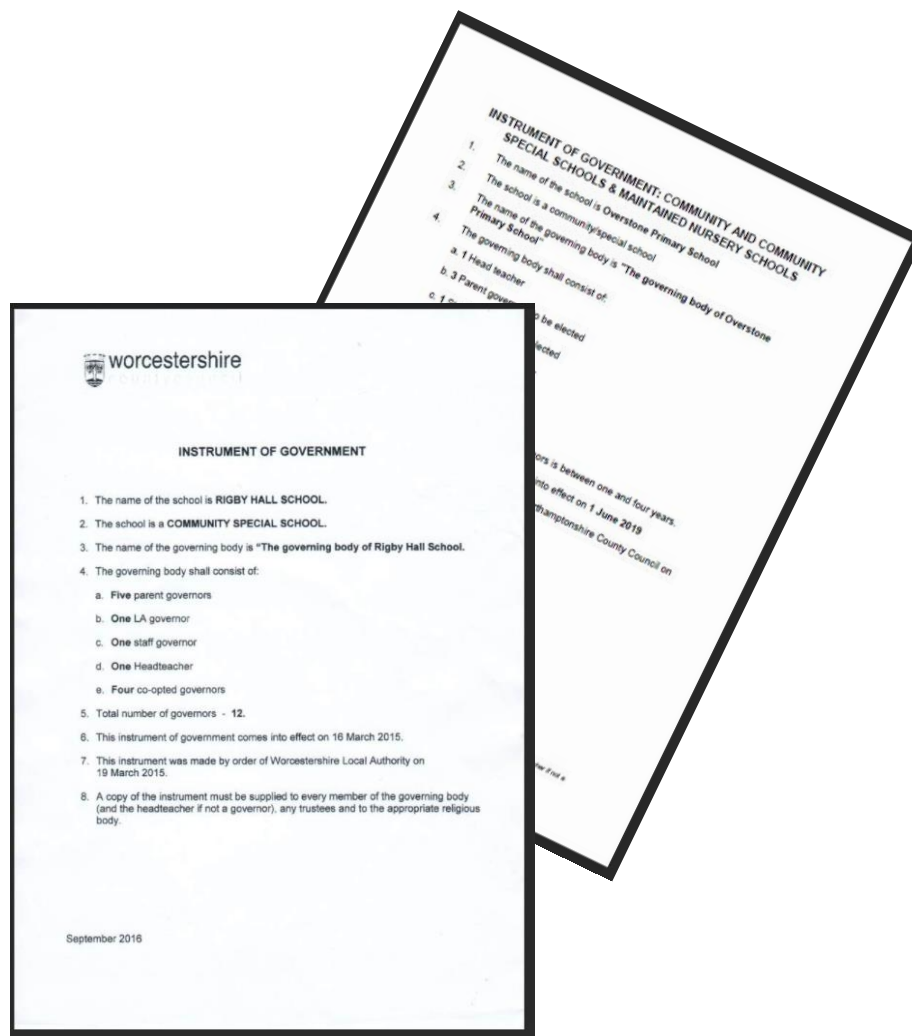


The constitution of a maintained school governing board is laid out in a document called the Instrument of Government.

This document states how many of each type of governor you may have. All governors must have a copy of this – ask if you haven't seen yours!

The Instrument is a legal document and is signed of by the local authority.

GBs can amend their Instrument if they wish, but there are legal parameters to adhere to.



Governance principles and legal duties

Academy Schools

+ Articles of Association for Faith Schools

Academy articles
of association: For
use by Catholic
academies

February 2019

 Department
for Education

Academy Articles of Association

For use by mainstream, special, 16-19,
alternative provision academies and free
schools, and studio schools

June 2021

Funding Agency

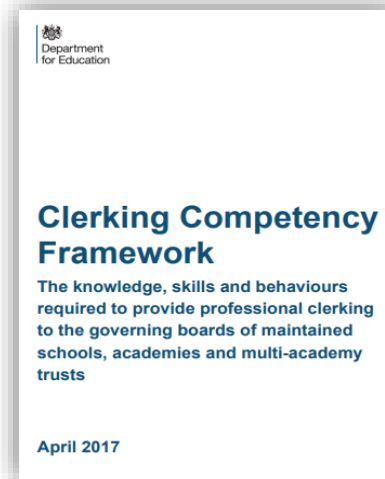
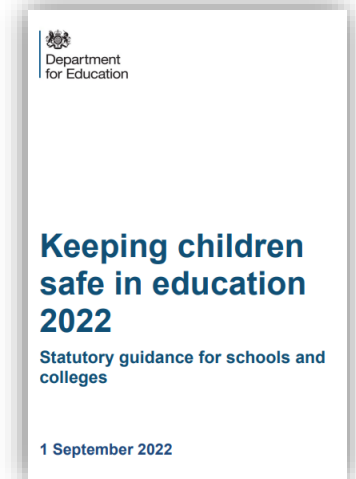
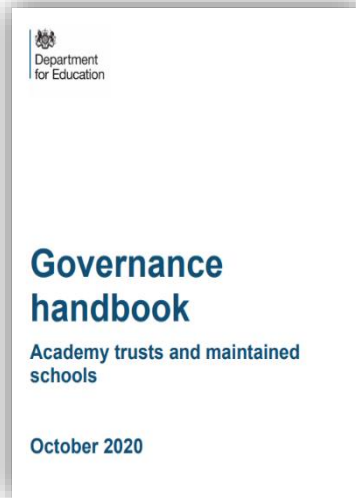
Academy trust handbook 2022

also known as the Academies financial handbook

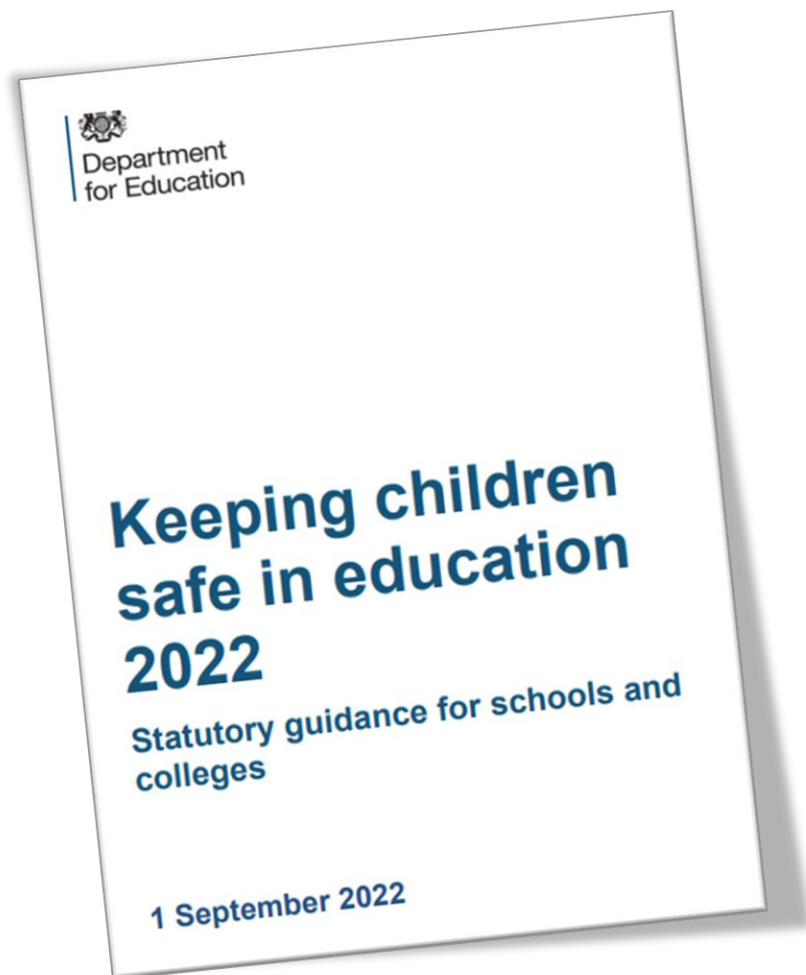
For academy members, trustees,
accounting officers, chief financial
officers and auditors

Effective from 1 September 2022

Governance principles and legal duties (All Schools)



Keeping Children Safe in Education



- This document is updated each September
- All governors need to read Part One as a minimum!

Core strategic functions

- GBs should operate as **non-executive boards**.
- All boards, no matter what type of schools or how many schools they govern, have three core strategic functions.

1

Ensuring clarity of vision, ethos and strategic direction

- Ensuring school's vision and ethos are strongly reflected throughout the school and in its delivery of education functions
- Engaging with stakeholders
- Meeting all statutory duties

2

Holding executive leaders to account for the educational performance of the organisation and its pupils

- Using data to provide challenge and hold leaders to account for teaching, achievement, behaviour and safety
- Strengthening school leadership, inc GB skills
- Performance managing HT
- Contributing to school self-evaluation and evaluating GB's impact.

3

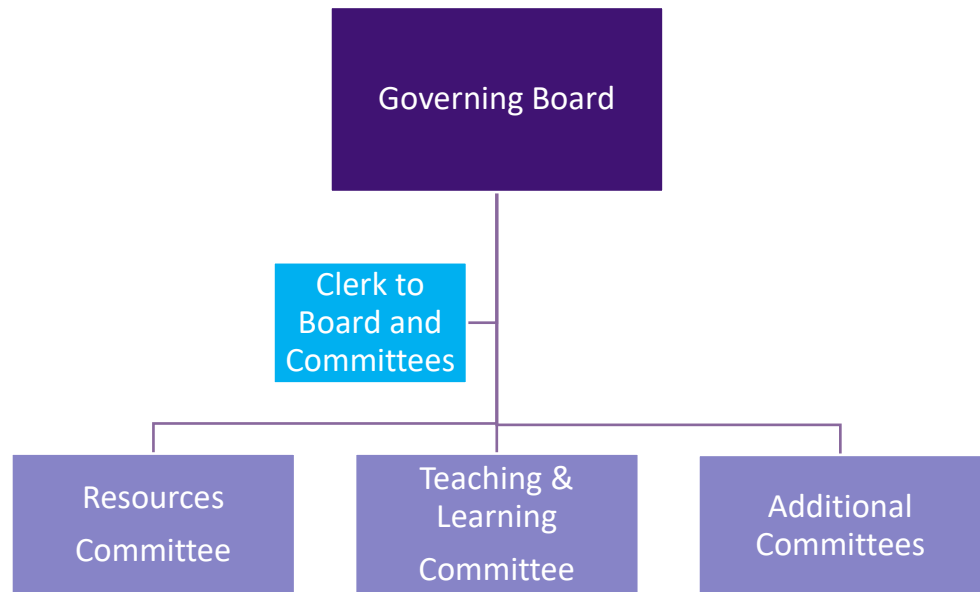
Overseeing the financial performance of the organisation and making sure its money is well spent.

- Ensuring solvency
- Effective and lawful personnel practices
- Effective and lawful financial management
- Effective use of pupil premium and other resources to overcome barriers to learning

Maintained School Governing Board

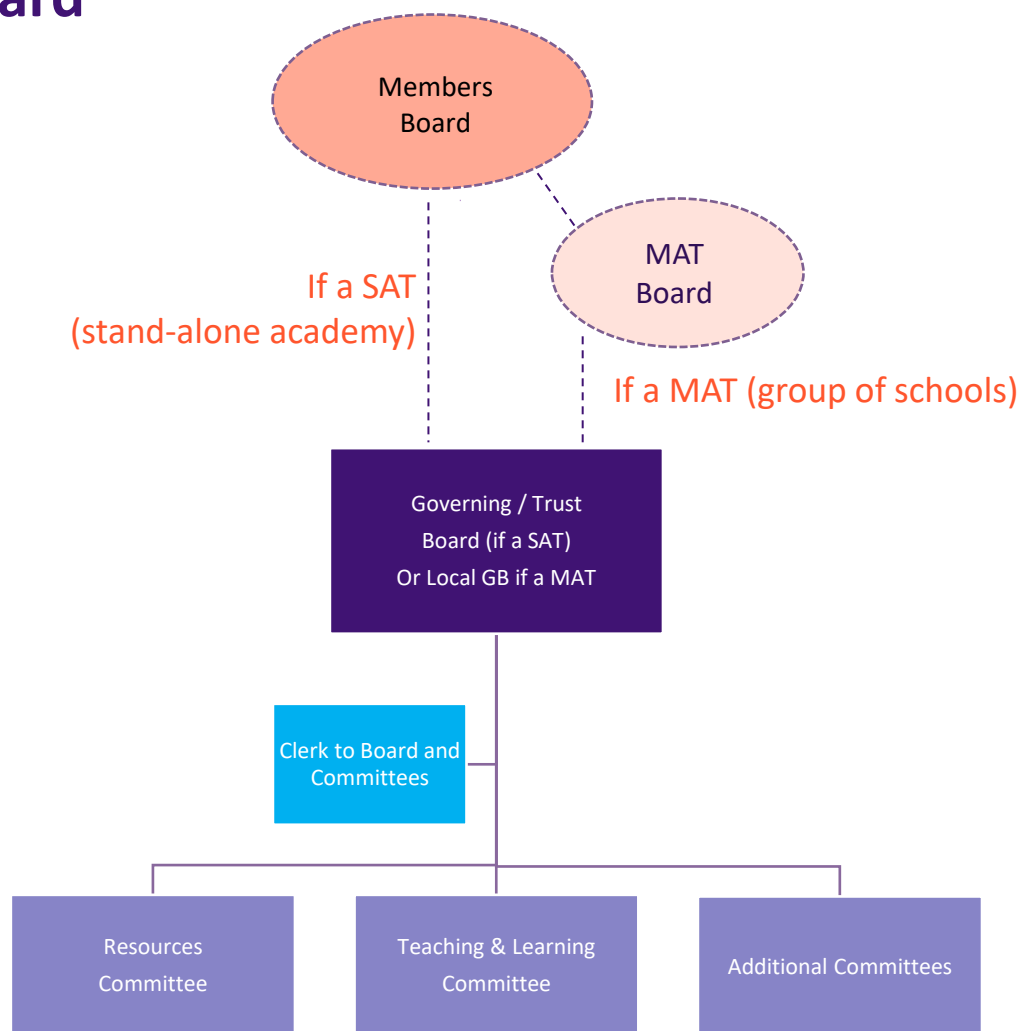
Maintained schools are part of the local authority (LA) school system.

- In practice, the LA's involvement in running a school is limited and governors exercise most oversight, although the board must comply with the LA's financial regulations.
- Community, voluntary, and foundation are all types of maintained schools.
- Depending on the type of school, the governing board may also be the legal employer and admissions authority, and own or manage the land.



Academy School Governing Board

- Academy Trusts receive funding directly, not via the local authority (LA)
- Can be a stand-alone single academy (SAT), or part of a group of schools in a Multi-academy Trust (MAT)
- The 'Members Board' is min 3 (DfE prefer 5, & recommend members are NOT also on the Trust board).
Members Board is NOT involved in running the school; must meet once a year, usually approve the Articles of Association & receive the audited accounts.
- GB comprises of governors who are Trustees and also Directors.
- In SATs, the number of gov's & how appointed is set out in the Articles of Association.
- In MATS the school Local Governing Board is fixed by a Scheme of Delegation



Committees and Governors...



Tell us about your school governing board committees?



“A meeting that is not quorate is NOT a meeting!”

All meetings, whether of the full Governing Board, a Members Board or a Committee, must be ‘quorate’. This means there must be sufficient, authorised people present in order to make a decision.

In Maintained Schools -

- For the full GB this is 50% or above of the number of current governors in place (vacancies don’t count)
- For Committees this is a minimum of three people - and check the Committee Terms of Reference for any higher minimum stipulated. Some governors may be excluded from the quorate number (e.g. governors who are members of staff may be excluded from a Staffing Committee quoracy - which means if they are permitted to attend it would be in an advisory capacity only and they’d have no voting rights)

In Academies -

- The DfE Model Articles stipulate for a full GB meeting there must be present either three trustees, or one third of the trustees holding office - whichever is the greater. Check your own Articles for any deviation.
- Academy committees must contain *a majority of academy trustees* - but any definition of number would be in the Articles.

People may become governors via different routes...

e.g. -

- Co-opted
- Elected – by the parents or by staff (academies do not have to have staff governors)
- *Nominated* by an outside body (e.g. the local authority or a foundation or trust) and then, *if approved by the GB*, appointed by the GB
- *Appointed* by the diocese (church schools) or a trust or foundation
- Ex-officio - there by virtue of their seat of office (*e.g. headteacher, vicar*)

Once sitting on the governing board, ALL governors have equal status, ALL are subjected to same rules and ALL have to maintain the same Code of Conduct, confidentiality requirements etc

Associate Members....



- Can be a valuable addition to a GB
- Appointed usually for specific skill sets or experience
- Sometimes incorrectly called '*Associate Governors*'
- Are NOT 'GOVERNORS'
- Have no voting rights at full GB level, but may be given voting rights (and even Chair) a subcommittee of the GB
- Can NOT make up the Quoracy number at a full GB meeting

Questions?



Course summary



Part 2 of the course will consider:
The three functions of the GB and
looking at your own school

*See you on Wednesday 17th May at
6.00pm*



Governor Support Service
Based in Hillingdon and
supporting governors and clerks
throughout the borough and beyond

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