

Parrett & Axe CE VA Primary School

**Terms of reference for the Governing  
Body**

**Adopted by the Full Governing Body**

This paper summarises the School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, which set down the legal framework for the terms of reference for governing bodies.

**Preamble**

The governing body 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 body must be prepared to explain its decisions and actions to interested persons (though this does not mean the governing body is required to disclose information it has decided should be confidential).

**The role of the governing body**

1. The governing body fulfils a largely strategic role in the running of the school.

The governing body will establish a strategic framework for the school by:

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

**The role of the headteacher**

The headteacher is responsible for the internal organisation, management and control of the school and for the implementation of the governing body's strategic framework.

1. The headteacher will advise the governing body in determining and reviewing its strategic framework for the school. In particular, the headteacher will formulate for consideration by the governing body aims and objectives for the school, policies to achieve its aims and objectives and targets for achievement of the governing body's aims and objectives.
2. The headteacher must at least once a year report to the governing body on progress towards achieving its aims and objectives, in particular towards meeting specific targets set.

### **Delegation of the governing body's functions**

In deciding how to delegate its functions, the governing body must have regard to its overall strategic purpose and the responsibility of the headteacher for the operational management of the school.

The headteacher will comply with any reasonable direction made by the governing body in performing any function it delegates to him.

### **School curriculum policy**

The headteacher will formulate a curriculum policy for adoption by the governing body.

1. The headteacher will review the curriculum policy annually and make any necessary changes, for adoption by the governing body.
2. The headteacher will implement the curriculum policy adopted by the governing body.
3. The governing body will:
  - Consider and adopt the headteacher'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 body must agree and implement a performance management policy setting out how teacher appraisal at the school is to be implemented. This includes headteacher appraisal. The governing body may request the headteacher to formulate a performance management policy for consideration and adoption, with or without modification. The governing body 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 body must ensure that all teachers are consulted. The governing body may ask the headteacher to do this.
2. The governing body must make a copy of the policy available at the school for inspection by staff, anyone involved in operation of the appraisal system and the School Improvement Partner.