



ROTHERHAM METROPOLITAN BOROUGH COUNCIL

# Bramley Sunnyside Infant School Governing Body No 26

## Committees and Governors with Specific Responsibilities 2023-2024

<b>Full Governing Body</b> <b>Chair – Mrs Alix Cake Vice Chair: Mrs A Liversidge</b>	
<ul style="list-style-type: none"> <li>Meet statutory responsibilities</li> <li>Celebrate successes and challenge performance</li> <li>Receive reports from L&amp;M committee, teaching and learning Committee, Chair of Governors and Governors with specific responsibilities</li> <li>Statutory Policies</li> <li>Skills audit &amp; Governor self-assessment</li> </ul>	<ul style="list-style-type: none"> <li>Action planning</li> <li>Governor Recruitment</li> <li>Governor Training (specific responsibility)</li> <li>Parental / Community Links</li> <li>OFSTED KIFAs</li> </ul>
<b>QUORACY: 3 (including teacher Governor)</b>	
<b>Training &amp; Development (including Governor Induction): Mr Scott Fairhurst</b> <ul style="list-style-type: none"> <li>Drives governor training</li> <li>Governing Board Action planning</li> <li>Governor Induction</li> </ul>	
<b>Staff and Pupil Well -Being Governor: Mr Scott Fairhurst</b> <ul style="list-style-type: none"> <li>Liaises with staff well- being Champions &amp; school council</li> <li>Reports on Staff and Pupil feedback</li> <li>Staff &amp; Pupil attendance</li> </ul>	
Staff leading on this: <b>Kirstie Fitzgerald</b>	
<b><u>Leadership and Management Committee (incorporating Finance, Safeguarding, Behaviour and Attitude and Personal Development)</u></b>  <b>Chair: Mr Scott Fairhurst</b> <b>Vice Chair: Mrs Suzy Broadhead</b>  <b>Governor Members:</b> <b>Mrs Tracy Jubb</b> <b>Mr A Cooke</b> <b>Mrs Alix Cake</b>  <b>Staff member: Mrs D Stothard</b>	<b><u>Attainment, Teaching and Learning Committee (including Curriculum)</u></b>  <b>Chair: Mrs Kayla Martin</b> <b>Vice Chair: Mrs Emily Thomas</b>  <b>Governor Members:</b> <b>Mrs Andrea Liversidge</b> <b>Mrs Jade Hammond</b>  <b>Staff Members: Mrs K Fitzgerald</b>
<b>QUORACY: 3 GOVERNORS</b>	
<ul style="list-style-type: none"> <li>Staff Appraisal</li> <li>Staff Appointments (Teaching &amp; support staff) FGB/C</li> <li>Staff appointments (HT, DHT &amp; SLT) FGB</li> <li>Finance (including budget, school fund, SFVS, Control &amp; Risk assessment) FGB / C</li> <li>Agree quotes FGB/C</li> <li>Attendance</li> <li>School Self Evaluation (SEF)</li> <li>Behaviour &amp; Attitudes</li> <li>Anti -bullying</li> <li>Personal development</li> <li>Safeguarding (specific responsibility)</li> <li>Premises (specific responsibility)</li> <li>Health &amp; Safety (specific responsibility)</li> <li>Staff Well Being &amp; Workload</li> <li>Pupil Voice</li> <li>Equality, Diversity &amp; Inclusion</li> </ul>	<ul style="list-style-type: none"> <li>Staff appraisal appeals</li> <li>Curriculum Development (including Collective Worship &amp; Relationship Education)</li> <li>Assessment</li> <li>Data &amp; Outcomes</li> <li>School Self Evaluation (SEF)</li> <li>Subject leadership Reports / presentations</li> <li>Developing Excellence Plan</li> <li>Quality of teaching and Learning</li> <li>Quality of provision in Early Years</li> <li>Pupil Voice &amp; involvement (inc school council)</li> <li>Funding priorities to develop the curriculum</li> <li>Educational Visits (inc EV Co-ordinator)</li> <li>P.E &amp; School Sport funding FGB/C</li> <li>P.E. Provision, curriculum and key skills progression</li> <li>Pupil Premium / Catch Up spending FGB/C</li> <li>Equality, Diversity &amp; Inclusion</li> </ul>
Staff leading on this: Liane Birch (single central record & recruitment verification, Mary Smith (DSL), Dot Stothard, Claire Davies, Lindsay Mottram & Kirstie Fitzgerald (deputy DSLs)	Staff leading on this: Dot Stothard (teaching & learning) & Claire Davies (EYFS lead), Jodie Somerset (P.E. lead), Kirstie Fitzgerald (PHSE & Relationships Education)

<p><b>Safeguarding Governor: Mrs S Broadhead</b></p> <ul style="list-style-type: none"> <li>• Single central record (SCR)</li> <li>• Staff Training</li> <li>• Safer recruitment</li> <li>• Safeguarding audit</li> <li>• Allegations against staff</li> <li>• Safeguarding reporting</li> <li>• Discussions with DSL</li> <li>• Child protection</li> <li>• Looked After Children (LAC)</li> <li>• E-safety</li> </ul> <p>Staff leading on this:</p>	<p><b>SEND Governor: Mrs Tracy Jubb</b></p> <ul style="list-style-type: none"> <li>• SEND information report</li> <li>• SEN register</li> <li>• Discussions with SEND Lead</li> <li>• Provision for children with SEND (as laid out in code of practice)</li> </ul> <p>Staff leading on this: Lindsay Mottram (SENDCO) &amp; Kirstie Fitzgerald (LAC &amp; SEMH lead)</p>
<p><b>Health and Safety Governor: Mr Scott Fairhurst</b></p> <ul style="list-style-type: none"> <li>• Inspect Premises and grounds</li> <li>• Advise FGB of funding needed for premises</li> <li>• Oversee contracts related to premises / liaise with LA</li> <li>• Legislative checks</li> <li>• Site security</li> <li>• Fire safety</li> <li>• Asbestos management</li> <li>• Risk assessment</li> </ul> <p>Staff leading on this: Mary Smith, Liane Birch (SBM) &amp; Site supervisor</p>	<p><b>Pupil Premium and Catch Up Premium Governor: Mrs Jade Hammond</b></p> <ul style="list-style-type: none"> <li>• PP strategy</li> <li>• PP finance</li> <li>• Outcomes for PP children</li> <li>• Catch Up Premium spend</li> </ul> <p>Staff leading on this: Dot Stothard (PP lead), Kirstie Fitzgerald (Senior leader) &amp; Janet Snow (Maths intervention lead)</p>
<p><b>Voluntary School Fund Committee</b></p> <p>Mrs A Cake (Chair of Governors)</p> <p>Mrs T Jones – Finance Officer</p> <p>Mrs L Birch – School Business Manager</p> <p>Mrs M Smith - Head Teacher</p>	<p><b>PSHE/SRE Governor: Mrs Kayla Martin</b></p> <ul style="list-style-type: none"> <li>• School Sex and Relationships Education</li> <li>• PHSE Curriculum</li> </ul> <p>Staff leading on this: Kirstie Fitzgerald (PHSE &amp; SRE)</p>
<p><b>Head Teacher Appraisal Committee</b></p> <p>Mrs A Cake (Chair – Full Governing Body)</p> <p>Mrs T Jubb</p> <p>Mr S Fairhurst</p> <p><b>Appraisal Appeals Committee:</b></p> <p>Mrs Pam Ward</p> <p>Mrs A Liversidge</p> <p>Mrs A Cooke</p>	<p><b>UKGDPR &amp; E-safety Governor: Mr A Cooke</b></p> <p><b>Monitoring and Filtering Governor: Mrs Liversidge</b></p>



### **Class Governors 2023-2024**

<b>Class</b>	<b>Governor</b>
Foundation Stage 1 Mrs J Somerset /Mrs R Hanby	Mrs E Thomas <a href="mailto:ethomas@bsi.school">ethomas@bsi.school</a>
Foundation Stage 2 Unit 2 Mrs C Davies/Mrs T Rothwell	Mr S Fairhurst <a href="mailto:sfairhurst@bsi.school">sfairhurst@bsi.school</a>
Foundation Stage 2 Unit 3 Miss Rosie Gillott	Mrs A Cake <a href="mailto:acake@bsi.school">acake@bsi.school</a>
Foundation Stage 2 Unit 4 Mrs Mottram / Miss Holford	Mrs K Martin <a href="mailto:kmartin@bsi.school">kmartin@bsi.school</a>
Class 5 (Year 1) Miss Olivia Spencer	Mrs Andrea Liversidge <a href="mailto:aliversidge@bsi.school">aliversidge@bsi.school</a>
Class 6 (Year 1 / 2) Mrs D Stothard	Mrs J Hammond <a href="mailto:jhammond@bsi.school">jhammond@bsi.school</a>
Class 7 (Year 2) Mrs C Goulding	Mrs Suzy Broadhead <a href="mailto:sbroadhead@bsi.school">sbroadhead@bsi.school</a>
Class 8 (Year 2) Mrs B Rushton	Mr A Cooke <a href="mailto:acooke@bsi.school">acooke@bsi.school</a>
Class 9 Nurture Room	
Class 10 (Year 1) Mrs K Fitzgerald	Mrs T Jubb <a href="mailto:tjubb@bsi.school">tjubb@bsi.school</a>

### **Contact details for Staff & Staff Governors**

Mrs D Stothard Deputy Head	Mrs D Stothard Tel: 01709.543061 <a href="mailto:enquiries@bsi.school">enquiries@bsi.school</a>
Mrs K Fitzgerald Staff Governor	Mrs K Fitzgerald Tel: 01709.543061 <a href="mailto:enquiries@bsi.school">enquiries@bsi.school</a>
Mrs M Smith Head Teacher	Mrs M Smith Tel: 01709.543061 <a href="mailto:enquiries@bsi.school">enquiries@bsi.school</a>

## **GOVERNING BODY MEETINGS AND COMMITTEE/GOVERNOR COMMITMENT FOR ACADEMIC YEAR 2023-2024**

**Full Governing Body Meetings** to include Head Teacher's Report Budget/financial matters, Local Authority directed issues. Full aspects of meetings as listed on Constitution No 25

All Governors to attend. One meeting per term

### **Committee Meetings:**

**Leadership, Management, Safeguarding and Well Being Committee:** all aspects of meeting and membership listed on Constitution No 25

**Attainment, Teaching and Learning Committee:** all aspects of meeting and membership listed on Constitution 25.

### **MINIMUM COMMITMENT FROM GOVERNORS:**

#### **Attendance:**

- Attendance at termly full governing body meetings
- Attendance at specified training sessions – RoSIS training, on-line training or in-house training
- Attendance at respective termly committee meetings

#### **Actions:**

- Take part in termly Governor weeks as stipulated on the calendar and complete appropriate reports of visits, e-mail to clerk and report to specific committee or full governing body
- Complete a CPD log after each training session and email to clerk and report back to specific committee or full governing body.

**SEE SEPARATE DOCUMENT FOR SCHEDULE OF GOVERNING BODY MEETINGS**