

Knights Templar Community Church School



Governors Newsletter 1 Autumn 2024

Welcome to the second edition of the Knights Templar School Governors Newsletter.

The Governing Body felt it would be a good idea to inform parents of who we are and what we do. Gone are the days where governors would spend their time discussing school uniform and logos, or just raising funds. The Governing Body has a very serious job to do and a statutory obligation for ensuring the school is operating effectively and in line with legislative and educational requirements. This means doing three things:

- **Setting the school's vision, ethos and strategic direction**
- **Holding the headteacher to account for the educational performance of the school and its pupils**
- **Overseeing the financial performance of the school and making sure its money is well spent**

Voluntary Aided Status: As an Aided school, the majority of the school's governors are appointed by the church authorities and we are in a unique position as the school is a joint Church of England and Methodist School.

Instrument of Government: This sets out the composition of the Governing Body:

2 x Parent Governors

1 x L A Governor

1 x Headteacher

1 x Staff Governor

1 x Associate Governor (Nursery Manager)

8 x Foundation Governors appointed by St Decumans Church and the West Somerset Methodist Circuit

As a Voluntary Aided First School we are under the control of Somerset Council and the Diocese of Bath and Wells. The Diocese of Bath and Wells oversees and is responsible for building works and improvements to which the Board of Governors contribute 10%.

The Board of Governors: The Governing Body sets the school's aims and policies, makes decisions on how to spend the budget and appoints the Headteacher to whom we delegate responsibility for the implementation of policy, day-to-day management and operation of the school and delivery of the curriculum. Our duties include overseeing the welfare of the children, managing the buildings and financial budgetary control. I hope in this our second Newsletter to help clarify the composition and work of the Board of Governors.

Decisions Making: The majority of decisions are taken at Full Governor meetings but some of the work is delegated to two sub-committees: Finance, Premises and Health and Safety are the responsibility of the Full Governing Board and are an agenda item at every Full Governor meeting.

Curriculum, Data and Monitoring provides guidance and support on all strategic matters relating to the curriculum, its intention, implementation and impact. This committee meets six times a year.

Pay and Appraisal is responsible for evaluating the staffing structure, carrying out Performance Management and reviewing and approving the relevant policies. This committee meets three times a year.

In addition to being committee members, governors take on responsibilities linked to specific subjects or school functions: Health and Safety, Safeguarding and Behaviour, SEND, RE and Collective Worship, Pupil Premium, Early Years and Nursery, Dragons' Den and Online Safety. Each governor is a volunteer, and representative for their elective body, and is expected to dedicate between 10 and 20 days per year to the running of the school.

The Work of Governing Board: Governors meet 9 times a year for Full Governors meetings ensuring that the priorities in the School Evaluation Form (SEF) and School Development Plan (SDP) are being implemented.

The spring term for the Governing Body is about setting the budget for the next academic year and as you will appreciate through recent media reports, the central funding for schools has dramatically reduced in recent years and achieving value for money for our school is a major issue.

WHAT HAS BEEN ACHIEVED THIS YEAR

- New Outdoor Play Equipment
- New Interactive White Boards
- Major Repair to Swimming Pool and Plant Equipment
- New Pedestrian Controlled Access
- Updated road markings

Autumn Term

Full Governing Board

Agenda Items

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| <ul style="list-style-type: none"> <input type="checkbox"/> Update Declarations of Interest <input type="checkbox"/> Governors Code of Conduct <input type="checkbox"/> Safeguarding <input type="checkbox"/> Keeping Children Safe in Education <input type="checkbox"/> Board Membership Matters <input type="checkbox"/> Admission Arrangements <input type="checkbox"/> Review Governors Roles & Responsibilities <input type="checkbox"/> Election of Officers <input type="checkbox"/> SEND Report <input type="checkbox"/> Urgent Matters Brought by the Chair <input type="checkbox"/> SDP - Changes and Aims | <ul style="list-style-type: none"> <input type="checkbox"/> Pupil Premium (Expenditure & Strategy) <input type="checkbox"/> Review Policies <input type="checkbox"/> Delegation of External Visits to the Headteacher <input type="checkbox"/> Payment of Governors Allowances <input type="checkbox"/> Attendance <input type="checkbox"/> Governor Training <input type="checkbox"/> Set Meeting Dates for the Year <input type="checkbox"/> Academisation <input type="checkbox"/> Review Scheme of Delegation <input type="checkbox"/> Review and Approve Standing Orders <input type="checkbox"/> Health and Safety Matters |
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Pay and Appraisal Agenda

- Review and approve Terms of Reference
- Heads Performance Management
- Review Pay Recommendation following appraisal of teaching staff

Curriculum, Data and Monitoring Agenda

- Review and approve Terms of Reference
- Assign Governor to each priority of SDP
- Agree monitoring arrangements
- Review Policies

Spring Term

Full Governing Board

Agenda Items

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| <ul style="list-style-type: none"> <input type="checkbox"/> Urgent Matters Brought by the Chair <input type="checkbox"/> Safeguarding <input type="checkbox"/> SEDP - Update / Outcomes for Children <input type="checkbox"/> Head Teacher's Report <input type="checkbox"/> Reports from the Sub Committees <input type="checkbox"/> Approve the Budget <input type="checkbox"/> Academisation | <ul style="list-style-type: none"> <input type="checkbox"/> Review Month 9 <input type="checkbox"/> Budget + SFVS <input type="checkbox"/> Review Nursery Fees <input type="checkbox"/> Premises H & S Walk <input type="checkbox"/> Review Health & Safety Recommendations <input type="checkbox"/> Review Policies <input type="checkbox"/> Attendance <input type="checkbox"/> Governor Recruitment / Training <input type="checkbox"/> Pupil Premium <input type="checkbox"/> Nursery Update |
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Pay and Appraisal Agenda

- Head's Half Year Appraisal Review
- Report on LSA Perform Management
- Review Staffing Structure

Curriculum, Data and Monitoring Agenda

- Analyse Data and progress against the SDP
- Meet Subject Leads

Summer Term

Full Governing Board

Agenda Items

- Urgent Matters Brought by the Chair
- Safeguarding
- Head Teacher's Report
- SEDP - Update
- Reports from the Sub Committees
- Pupil Premium Expenditure
- Attendance
- Governor Training
- Benchmarking
- Review annual expenditure
- Health & Safety Matters
- Academisation
- Review Policies
- PE Expenditure
- Nursery Update

Pay and Appraisal Agenda

- Heads Full Year Appraisal Review

Curriculum, Data and Monitoring Agenda

- Analyse Data and progress against the SEDP

And finally, with the constant pressure on academic achievement it's often easy to forget how much else goes on at the school: swimming lessons, sporting activities, school trips, forest school, visits from external educational providers etc.

Also, the KTSCA our school and community association, organises such wonderful events to fundraise for our school and to enhance the school life of our pupils, which is very much valued by both staff and Governors.

