

**Poynton High School**  
**Governance Quality Improvement Framework**  
**2023-2024**

## Local Governing Board Quality Governance Framework

### Poynton High School Local Governing Board Members

	<u>Name</u>	<u>Specialist Role</u>	<u>Link</u>	<u>School Improvement Plan Link</u>	<u>Link</u>	<u>Curriculum Team Link</u>	<u>Link</u>
1	Rob Westbrook	Vice Chair Health and Safety Chair of Staffing & Resources	Director of Business and Operations	Quality of Education	C Holyland	Creative & Digital Technologies	S Hoyle
2	Anita Rolfe	Chair  Safeguarding	M Dean	Behaviour & Attitudes	M Henderson	-	-
3	Alex McMillan	SEND Lead	N Jackson C Holyland	Quality of Education	C Holyland	English	C Holyland
4	Rachelle Donn	Pupil Premium  Wellbeing	R Dempsey  W Ryder	Personal Development	C Holyland	MFL	D Howells
5	James Shephard	Chair of Curriculum & Welfare	-	Outcomes	W Ryder	Mathematics	M Dean
6	Martin Shaw	-	-	Personal Development	C Holyland	-	-
7	Margaret Aldridge	Careers	A Bennett	Behaviour & Attitudes	M Henderson	-	-
8	Cathryn Ingleton	-	-	Leadership & Management	M Dean	Humanities	S Hoyle
9	Liz Derham			Outcomes	W Ryder	Science	C Holyland
10	Charlotte Fazackerley	Sustainability	M Dean (H Donald)			Welfare Education	W Ryder
11	Matthew Dean	Head Teacher	-	-	-	-	-
12	Anne Handby	-	-	Behaviour & Attitudes	M Henderson	-	-

## Local Governing Board Quality Governance Framework

The board has a minimum of 9 governors and a maximum of 15.

As a Local Governing Board, we have responsibility for providing highly effective, searching and ambitious governance through determining, monitoring and keeping under review the school improvement plan, progress since inspection and the application of policies, plans and procedures within which the school operates. To achieve this we work very closely with the Headteacher (who is a member of the board) and the strategic leadership team. The strategic function of our Local Governing Board can be summarised as holding the Headteacher to account for the educational performance of the school and its students, and the performance management of staff. Thus:

1. Ensuring the school holds true to its vision, ethos and strategic direction
2. Ensuring rapid and sustained school improvement is achieved
3. Providing effective governance leading to better student outcomes
4. Monitoring the progress of the school against the School Improvement Plan
5. Developing an in-depth understanding and knowledge of the quality of education within the school and the key strategies for improvement

The Board of Trustees (TTLP) retains its core strategic functions as detailed within the “Scheme of Delegation”. These can be summarised as:

1. Ensuring clarity of vision, ethos and strategic direction of the multi-academy trust, and
2. Overseeing the financial performance of the schools and making sure the trust’s money is well spent.

Each member of the Local Governing Board takes on a series of roles which could include:

- Serving as a member of the Local Governing Body
- Serving within a specialist role
- Serving as a key lead on a specific area of school improvement
- Serving as a key lead to a curriculum team
- Serving on a specialist committee

### Governance Commitments

<b>Governance Function</b>	<b>Summary of Commitment</b>
Local Governing Board Member	5 meetings per year Remote monitoring of Headteacher Reports and Updates
Serving within a specialist role	Contact with SLT link (half termly) to review report and evidence impact
Lead to specific area of school improvement plan	Remote monitoring through School Improvement Plan updates
Serving as a lead to a curriculum team	On-site meeting with SLT link (twice yearly) to review report and evidence impact Autumn/Spring
Serving on a specialist committee	Staffing & Resources Meeting – 3 times per year Curriculum & Welfare Meeting – 3 times per year Other specialist committees held on a required need basis

## Local Governing Board Quality Governance Framework

### Overview of Governance Meeting Calendar

<b><u>September</u></b>  Local Governing Body meeting 14th September 2023	<b><u>October</u></b>  Local Governing Body meeting 12th October 2023	<b><u>November</u></b>  Curriculum & Welfare Committee 9th November 2023  Staffing & Resources Committee 28th November 2023	<b><u>December</u></b>  Local Governing Body meeting 7th December 2023
<b><u>January</u></b>	<b><u>February</u></b>  Curriculum & Welfare Committee 15 <sup>th</sup> February 2024	<b><u>March</u></b>  Staffing & Resources Committee 12th March 2024  Local Governing Body meeting 21st March 2024	<b><u>April</u></b>
<b><u>May*</u></b>  Curriculum & Welfare Committee 16 <sup>th</sup> May 2024  Staffing & Resources Committee 11 <sup>th</sup> June 2024	<b><u>June*</u></b>  Local Governing Body meeting 20 <sup>th</sup> June 2024	<b><u>July</u></b>	<b><u>August</u></b>

### Summary

- 5 Local Governing Body meetings
- 3 Staffing & Resources Committee meetings
- 3 Curriculum & Welfare Committee meetings
- Half termly on-site visits for Specialist Roles
- Twice a year on-site visits for Curriculum Links
- Periodic telephone/virtual meeting contact with linked staff

## Local Governing Board Quality Governance Framework

### Staffing and Resources Sub-Committee

Rob Westbrook (Chair)  
 Anita Rolfe  
 Matthew Dean (Headteacher)  
 Cathryn Ingleton  
 Charlotte Fazackerley  
 Anne Handby  
 Vacancy

### Curriculum and Welfare Sub-Committee

James Shephard (Chair)  
 Matthew Dean (Headteacher)  
 Martin Shaw  
 Alex McMillan  
 James Shephard  
 Rachelle Donn  
 Liz Derham  
 Margaret Aldridge  
 Vacancy

#### Pay Committee

Liz Derham  
 Charlotte Fazackerley  
 Cathryn Ingleton

#### Headteacher's Performance Management Panel

Anita Rolfe  
 Rob Westbrook

### Ad hoc Committees (3 governors minimum on these)

#### Student Disciplinary

Rob Westbrook

#### Staff Disciplinary

#### Staff Pay Appeals

Other ad hoc appeal committees may also be formed as required. Membership of these committees will be formed as required.