



# **Woodcocks' Well CE VA Primary School Governors Charter**

**Head Teacher – Mrs Julie Massen**

**Date of Review – January 2016**

**Date of Next Review – January 2017**

**Woodcocks Well Governing Body is committed to working in partnership with the head teacher and staff to provide the best possible education for our children.**

**Woodcocks Well School is committed to safeguarding and promoting the welfare of its children and expects all staff and volunteers to share in this commitment.**

**The Governing Body will:**

- respect the professional expertise of the head teacher and staff and understand that responsibility for the day to day running of the school rests with the head teacher.
- give sufficient notice of meetings and distribute paperwork to all governors in good time, at least a week before the meeting.
- ensure that meetings are chaired effectively, so that the chair:
  - keeps to the agenda
  - paces the meeting so that time is given to each matter in proportion to its importance
  - draws on all members for contribution
  - keeps discussion to the point
- ensure that accurate draft minutes are produced promptly following meetings and agreed at the following meeting
- encourage all governors to contribute equally
- support the training and development needs of all governors

- support leadership development and succession planning within the school, Education Improvement Partnership and more widely within the Authority;
- ensure that its decision-making processes are transparent.

**The head teacher will:**

- respect governors as volunteers who bring additional skills, experiences and perspectives and value their contribution
- work openly with the governing body and provide clear, concise and relevant information on which the Governing Body can base decisions
- promptly provide any reasonable information requested by the Governing Body
- ensure appropriate paperwork is available to governors with meeting agendas
- be approachable and accept governors' role of 'critical friend'
- enable all governors to become involved in the life of the school
- contribute to the induction, training and development of governors.

**Expectations of individual governors are that they will:**

- respect confidentiality and support corporate decisions even where they go against personal opinions;
- act and take decisions that are in the best interests of the school and not those of self, individuals or groups
- regularly attend meetings, including full governing body and committee meetings and play an active part
- where this is impossible, send apologies to the clerk to governors or to the Chair of the meeting
- be prepared to contribute personal skills through involving themselves in the work of appropriate committees and/or working parties
- prepare for meetings so that they are well informed, having as a minimum read all the papers sent out with the agenda
- respect the points of view of other governors even where these differ from their own
- raise concerns with the head teacher between meetings in a positive and constructive way
- respect the guidelines laid down for governor visits to school
- demonstrate their commitment by getting to know the school and becoming involved in school life and activities
- support the school with parents and in the community
- take a proactive approach to their own training and development.