

Subject: Church School Governors: working with the Diocese

From: Belinda Copson, Governance Officer

Date: July 2018

For: Headteachers and Chairs of Governors

Reference: GOV 4/17-18

CHURCH SCHOOL GOVERNORS: WORKING WITH THE DIOCESE

Our responsibilities to you Diocesan training, advice and support for governors

The Local Authority provides general training for new governors. The diocesan Schools Team provides more specialist training and information for governors of church schools, including foundation governors, and can advise on a wide range of governance topics. The Governance Officer is pleased to assist, or where appropriate to point you towards another member of the team.

For further information about planned diocesan training events, see our course booklet on www.stalbans.anglican.org/schools/courses/ or contact Ruth Garman, School Buildings Officer/ General Schools Administrator (01727 818168; rgarman@stalbands.anglican.org)

To discuss other governor training needs, and for advice on other aspects of governance, contact Belinda Copson, Governance Officer (bcopson@stalbands.anglican.org) or Vicki Barrière, Director's PA/General Schools Administrator (01727 818170; vbarriere@stalbands.anglican.org).

Your responsibilities to us Working together

Headteacher/ Deputy Headteacher vacancies

The Board of Education should be informed of an impending vacancy for a headteacher or a deputy headteacher so that a representative of the Schools Team can be invited to attend meetings to give advice concerning new appointments. This representative will also be involved in the short-listing and interviewing process. We provide this support for all headteacher appointments, and for deputy head appointments for those schools subscribing to our Service Level Agreement.

Buildings alterations

In Voluntary Aided schools, the Board of Education and appropriate team officers need to be informed of proposed alterations to buildings so that they can give advice.

School site arrangements: The Board of Education needs to know of any proposal to lease/sell any part of the school site.

Changes of school status

The Board of Education needs to know if there are proposals to change the school's status through federation, academisation, amalgamation, closure or for any other reason. Changes of the school's status require formal approval from the Board, Team officers can advise.

Instruments of Government

The Governance Officer needs to be involved from the outset if there is any proposal to revise the school's Instrument of Government for any reason. She has a direct role in ensuring statutory compliance and the Board of Education's formal approval of any revision, and also liaises with local authorities. Governing boards should contact her for initial advice before agreeing any revision locally.

Foundation Governor appointments

The Governance Officer or the Director's PA need to be informed of any foundation governor new vacancies, appointments or renewals. They have a direct role in monitoring vacancies and advising on appointments processes (including formal approvals for those governors appointed directly by the Board of Education).

Any major issue or incident affecting the school

In the event of any major issue or incident, please inform the Schools Team as soon as possible so that we can provide the appropriate support.

Governors can only make decisions as part of the governing board. No individual governor has any authority to act on behalf of the school unless specifically delegated to do so by the full governing board. Governors are volunteers and are not expected to be experts in all aspects of school life, but the varied experiences and skills that they bring are greatly valued.

All church school governors must have regard to the Diocesan Board of Education Measure 1991 as amended by the Education & Inspections Act 2006

www.legislation.gov.uk/ukcm/1991/2/contents