

Liss Infant School

Governors Newsletter: October 2008

We would like to extend a very warm welcome to the new parents who have become part of Liss Infant School this term. It is lovely to see all the new children settling into the school so well!

For the benefit of those parents new to the school, the governors send out a newsletter each term to give parents an overview of the areas we have been working on over the past few months. We thought it might be a good idea to explain what we do (and don't do) in our role as a school governor, as this is something we are asked fairly often.

What we DO do...

- We are a group of 14 governors who work alongside Mrs Offer to do the strategic planning for the school.
- We do this by having a Governors meeting twice a term: one for Administration and another meeting for standards and curriculum. Additionally, the Resources committee meet once a term.
- The curriculum is a large focus of our role, as this involves the most important people in the school: the children!
- We monitor the resources in the school, which include the areas of Personnel, Finance and Buildings/Maintenance.
- For Finance, this involves setting budgets and looking at expenditure.
- For Personnel, we consider Personnel changes, the Head Teachers performance review and recruiting a new Head or Deputy Head Teacher, should this be necessary.
- For Buildings and Maintenance, regular safety checks are done of the school in conjunction with Mrs Offer and reported back to the committee.
- We all have our own responsibilities which are linked to the School Improvement plan. For example there is a Governor attached to Special Needs, another to Gifted and Talented and another attached to the new assessment system for children.
- As part of these individual roles, we do school visits to monitor how our section of the School Improvement Plan is being achieved.
- We are also linked to individual classes and try to visit and help out when possible and so your children may well tell you that we have been in to the school.
- As Governors we support, challenge and plan – we therefore have an “umbrella” view of the school.

What we DON'T do...

- Get involved in the day-to-day running of the school – this is Mrs Offer's job!
- Recruit teachers and support personnel, although we are informed of Personnel changes.
- Handle individual complaints – there is a complaint procedure which parents should follow in the event of a complaint – fortunately this has seldom had to be used in Liss Infant School!
- We are not the PTA: the PTA do a very valuable job in raising funds for the school, which is a role separate to the Governor role.

During this term, we will have two new Parent Governors joining the Governing Body, so we will give you the list of all the Governing Body members in the next newsletter.

We have also attached the School Profile. This is a document that the Governors and teachers compiled in order to highlight the areas which the governing body and school have been working on over this past year. We hope this will give you a good overview of the hard work Mrs Offer and her team did during 2007/2008.

Liss Infant School Governing Body