

Caldicot School
Ysgol Cil-y-Coed



Caldicot School

**Governor Support:
Summary of the Role of the
Governing Body
September 2018**

1. Overview

Caldicot School takes pride in the fact that we have a very professional and committed Governing Body. The school works within the recommendations of the EAS Guidance Document, 'Getting to know your role – Committees and Terms of Reference', Autumn 2017.

2. Roles and Responsibilities of the Governing Body

- 2.1 The Governing Body aims to support and serve pupils, parents and staff by ensuring the school is managed effectively.
- 2.2 The Governing Body determines the constitution, membership, terms of reference and delegated powers of any committee that it decides to establish and review annually.
- 2.3 Details of the names of the school governors for the academic year 2017-18 and their associated areas of responsibilities are given in Appendix 1, to include the elected Clerk to the Governors.
- 2.4 The Governing Body elects members to serve on both statutory and non statutory committees. A chair is appointed annually to each committee by the governing body or elected by the committee, as agreed by the governing body. No person who is employed to work at a school may be elected or act as chair.
- 2.4 The remit of any committee, panel or individual, together with the level of responsibility delegated to it is clearly agreed and a written record kept. Correspondence for meetings will consist of the following:
 - An agenda, clearly indicating the matters to be discussed
 - Timely notice of the meeting, together with any papers to be considered at the meeting
 - A record of those persons present
 - A record (minutes) of the meeting; decisions are reported and agreed at the following meeting and any other relevant committee.
- 2.5 Governors are required to fulfill their obligations to undertake mandatory training.
- 2.6 The Governing Body takes into consideration the individual skills of its members when assigning roles and responsibilities.

3. Contacting the School's Governing Body

The Governing Body welcomes hearing the views of all members of the school community. Parents, pupils or members of staff are encouraged to make contact with the Governing Body should they wish to discuss any issues or have any concerns.

You may make contact with the School's Governing Body by:

Email: contactcaldicot@caldicot.schools.edu.org.uk

Tel: 01291 426436

Or by writing to the school:

Caldicot School, Mill Lane, Caldicot, Monmouthshire NP26 5XA

Appendix 1**Acting Headteacher:**

Mr S Rees BA(Hons), PGCert, NPQH, FRSA

SCHOOL GOVERNORS**Peter Nurcombe, Local Authority Governor and Chair of Governors**

Peter is the Chair of the Governing Body and he has been a Local Authority appointed member since 1998. Peter retired from a local General Dental Practice in 2002 and he has lived in one of the School's catchment areas for nearly 40 years where he serves as a Community Councillor.

Mark Lewis, Community Governor, Vice Chair of Governors and Chair of Wellbeing Committee

Mark is married with three adult offspring all of whom attended Caldicot School. Mark served as a Police Officer for 30 years, 25 of which was served in South Monmouthshire as a Community and Schools Liaison Officer. He has a wealth of experience working interagency in Monmouthshire and Newport dealing with young people. Mark is a trained teacher and retook his education degree in post with Gwent Police in 2006-7. He became a School Community Governor at Caldicot in the late 80s and has served on the Governing Body to date. He is a committed Christian and has been involved with youth work and the running of summer camps for many years.

Adrian Hallworth, Community Governor and Chair of the Staffing, Curriculum & Standards Committee.

Adrian is married with two adult daughters, both of whom attended Caldicot School. His early working history was in high street banking and then stockbroking, with his final 23 years in primary healthcare management from where he recently took early retirement to care for his wife. He has an MSc in Management. Adrian has been a School Governor at various schools in South Wales for over 20 years and has previously held positions as both Chair & Vice-Chair. He has been a Governor at Caldicot School for about 8 years. Adrian served for 12 years in the Territorial Army. His main hobby is historical re-enactment of the English Civil War period.

Ian Standing, Local Authority Governor and Chair of Finance Committee

Ian has been a Governor at Caldicot School for over 9 years. Ian is married with two married daughters both of whom attended Caldicot School. Ian qualified as an accountant in 1971 and spent the early years of his working life in the docks industry before moving into electronics manufacturing. Ian retired in 2001.

Sally Ingle-Gillis, Local Authority Governor

Sally has been a Governor for four years, starting as a Parent Governor and now as a Local Authority Governor. With several children in the school she has a passion for all the stages of education, and for all types of learner. Sally has links with several local primary schools and, amongst other duties is the Governor involved with primary to secondary school transition.

Chair of Governors: Mr P Nurcombe

Vice Chair of Governors: Mr M Lewis

Clerk to the Governors: Mrs J Morris

Acting Headteacher: Mr S Rees

Parent Governors: Mrs A Boswell, Mrs H Davies, Mrs J Hanks, The Reverend Dr W Ingle-Gillis

Community Governors: Mrs G Bray, Mr A Hallworth, Mr M Lewis, Dr R Norman, Dr P Glover

Local Authority Governors: Cllr L Guppy, Mrs S Ingle-Gillis, Mr P Nurcombe, Mr G Murphy

Staff Governors: Mr R Downs, Mr N Small, Mrs M Thomas