



Overall Purpose

The Governing Body are responsible for the overall governance and strategic direction of the Alternative Provision, developing the aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Three core functions:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Holding the Directors to account for the attainment of the students; and
3. Overseeing the financial performance of the AP and making sure its money is well spent.

1. The Governing Body's strategic direction:

- Ensure the Alternative Provision has a clear vision – which is articulated in a specific written statement
- Ensure there is a strategy in place for achieving this vision
- Set and safeguard an ethos of high expectations
- Foster a common culture, values and ethos across the whole organisation

2. Holding Leader's to account

Governing boards **should** work to support and strengthen leaders and hold them to account for the day-to-day running of their Alternative Provision.

3. Overseeing finances

Everyone on the board **should** have a basic understanding of the financial cycle and the legal requirements of the Alternative Provision on accountability and expenditure. The board **should** also include someone with particular financial expertise.

In order to achieve these responsibilities, the Governing Body (GB) works with the Social Enterprise on planning and developing policies and keeping the provision under review. Its powers and responsibilities must be exercised in partnership with the Director and staff.

Other important duties include:

- Helping determine how the Alternative Provision's budget is spent
- Supporting the appointing and dismissing of staff
- Hearing appeals and grievances
- Helping form policy on the Alternative Provision's curriculum and collective worship
- Helping set standards for students' behaviour
- Making sure buildings are welcoming and safe
- Supporting the Alternative Provision's aims and policies



Expectations of all members

Meetings

- Attend meetings of the GB whenever possible, and provide good reasons for any failure to attend meetings
- Prepare for and contribute to meetings and complete any agreed follow-up work

Teamwork

- Contribute to the GB's operation as an effective team by establishing and maintaining good working relationships with other governors and with staff
- Recognise the power of the GB body is vested in the group and that no governor has individual authority unless it is delegated by the GB
- Recognise the respective roles of the GB and the Directors and staff (the GB is a strategic body, the operational management of the school is the responsibility of the Directors)
- Recognise that governors are equal members of the GB and accept collective
- Accept a fair share of the GB's work, including through active committee membership

Knowledge of the school

- Arrange to visit the Alternative Provision when teaching and learning are taking place and attend events and functions
- Know the Alternative Provision's strengths, its areas for development and improvement plans

Personal interests

- Put responsibilities as a governor before personal interests
- Ensure any business or pecuniary interests are declared as required and withdraw from meetings as appropriate

Other

- Maintain confidentiality
- Act at all times fairly and without prejudice
- Support the Alternative Provision in the community, exercising prudence and tact if contentious issues affecting the Alternative Provision arise outside the GB, and follow procedures agreed by the GB in making or responding to criticism or complaints

Personal development

- Undertake training and take advantage of opportunities to increase understanding and effectiveness as a governor
- Keep up to date with governance through reading and accessing information via the National Governors Association material, Ten Governor support, Alternative Provision information – the website and newsletter - and Local Authority information.



Person Specification

Each member must have:

- a commitment to the mission of the Alternative Provision
- a willingness to devote the necessary time and effort
- integrity
- strategic vision
- good, independent judgement
- the ability to think creatively
- an understanding and acceptance of the legal duties, responsibilities and liabilities of members
- the ability to work effectively as a member of a team and to take decisions for the good of the Alternative Provision
- the ability to communicate clearly and sensitively and to take an active part in discussions
- the ability to influence and engage
- the ability to work effectively in a group
- a willingness to express their own opinion in a reasoned way, while also listening to the views of others
- the ability to challenge constructively and ask questions appropriately

The Governing Body collectively needs skills and experience in:

- financial management, income generation and enterprise
- public policy and public affairs
- national and local voluntary sector
- human resource management
- funding/foundations
- collaborative partnerships
- social investment and impact