

## **The Structure and Role of the Governing Body of St Catherine's, Bramley**

St Catherine's appoints governors with a range of professional backgrounds and skills who are ideally suited to specific committee roles as well as to membership of the full Governing Body of St Catherine's. The committee structure is an essential feature of the successful governance of the School, with each feeding back into the main GB meetings and ultimate decision making. The Governors and Headmistresses together set the strategy for the School and their policy document is reviewed approximately every 4/5 years with specific actions agreed that are then pursued during the interim years. The progress made against the agreed development targets is reviewed regularly.

### **The Governing Committees which meet regularly are:**

**Academic** – monitors the teaching and learning provision of both Prep and Senior Schools

**Pastoral and Wellbeing** – monitors the pastoral system, safeguarding and the wellbeing of all girls and staff in both schools

**Development** – made up of a representative from each of the other committees, this group drives fund-raising and the development of the School's bursary provision and facilities

**Estates and Buildings** – monitors the work of the Business Department in maintaining and developing the buildings and grounds of both schools as well as the properties owned by the School in Bramley village

**Finance** – oversees the financial management of the School

**The Finance Committee has a sub-committee, the Bursaries and Hardship Awards Committee**, which is chaired by a Governor and made up of senior managers of both schools, the Finance Manager and the Management Accountant. The Governors do not award scholarships or bursaries but have oversight of the procedures and amounts granted to make such awards. They advise on these, with final decisions being taken by the Headmistresses in conjunction with other pastoral staff and taking into account the entrance examination outcomes of applicants, where applicable.

**The Governing Body** meets as a whole towards the end of each term, after the cycle of meetings above.

From time to time individual committees or the GB will call additional meetings to discuss either specific points of strategy or to manage more closely any major developments such as a large building project.

### **In addition, a Governor representative sits on the following school/management committees:**

ICT Development – which manages the digital strategy of the School, has oversight of safeguarding of students on line when in school, and a substantial annual budget.

Health and Safety – where the Governor is responsible for auditing the paperwork for any residential trips/overnight stays that are led by the School. This is a safeguarding as well as a Health and Safety remit.

### **One Governor has a specific responsibility for each of the following areas of School life:**

Safeguarding

Overnight trips/tours and safeguarding arrangements

The Early Years Foundation Stage

Boarding

AMP/NJB

Autumn 2018