

The London Borough of Richmond Upon Thames



Sheen Mount School

GOVERNING BOARD ROLES & TERMS OF OFFICE

1. Governor List

The Governing Body shall consist of 15 governors:

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|----------------------------------|---------------------------------|
| (a) Two parent governors | (d) One Sheen Mount headteacher |
| (b) One Local Authority governor | (e) Ten co-opted governors |
| (c) One staff governor | |

First name	Last name	Governor Type	Link Roles	Committee	Governing Since	Date of Appointment	Expiry Date	Term of Office
Avani	Bakrania	Staff - Teacher	N/A	Standards	18/09/2019	18/09/2019	18/09/2023	4
Sarah	Bellingham	Non-Governor	N/A	N/A	N/A	01.01.2020	N/A	N/A
Susan	Boughton	Parent	N/A	Pastoral	16/12/2021	16/12/2021	15/12/2025	4
Dahs	Chae	Co-opted	Standards Chair / Maths	Standards	25/05/2021	25/05/2021	24/05/2025	4
Louise	Dear	Associate	N/A	Resources	23/03/2022	23/03/2022	22/03/2026	4
Helen	Edward	Co-opted	Safeguarding (2nd) / Pupil Premium	Pastoral	31/12/2018	31/12/2018	31/12/2022	4
Anna	Hare	Co-opted	SEND	Standards	28/11/2018	28/11/2018	28/11/2022	4
Justine	Hebert	Co-opted (appointed Chair July 21st '18)	Chair / Equality	Ad hoc	09/01/2017	09/01/2021	09/01/2025	4
Kathryn	Higgins	Co-opted	Safeguarding / Science	Pastoral	03/05/2018	23/03/2022	22/03/2026	4
Tom	Holmes	Headteacher	N/A					
Dan	Jameson	Co-opted	English	Standards	18/09/2019	18/09/2019	18/09/2023	4
Laura	Jeffery	Associate	Assistant Headteacher / Inclusion Manager	Pastoral	04/10/2017	07/10/2021	07/10/2025	4
David	Morley	Co-opted	Resources Chair / Data Protection	Resources	07/08/2020	07/08/2020	07/08/2024	4
Maria	O'Brien	Associate	Deputy Headteacher	Standards	01/09/2015	01/09/2019	01/09/2023	4
Julia	Sandell	Co-opted	Pastoral Chair / Behaviour and Anti-Bullying / SEND (2nd)	Pastoral	28/11/2018	28/11/2018	28/11/2022	4
Telmo	Valido	Parent	N/A	Resources	14/12/2020	14/12/2020	13/12/2024	4
Maria	Widdowson	LA	Vice Chair / Health & Safety	Resources	27/06/2018	26/06/2018	26/06/2022	4
Jennifer	Wright	Co-opted	N/A	Pastoral	07/01/2022	07/01/2022	06/01/2026	4

General governors contact email: governors@sheenmount.richmond.sch.uk

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Quorum and Decisions

- The quorum for a full governing body meeting and vote is 50% of the total number of governors, minus any vacancies.
- Decisions are made by simple majority of governors present and voting. Voting by proxy is not permitted.
- In the event of a tie the chair has a second, or casting, vote.
- Decisions of the governing body are binding on all members.
- All decisions are made by the governing body, except where the governing body has delegated the function to a committee or an individual.

2. Sub-Committee Membership

Standards	Pastoral	Resources
Dahs Chae (Chair) Anna Hare Kathryn Higgins Dan Jameson (A) Maria O'Brien	Julia Sandell (Chair) Helen Edward Susan Boughton Jennifer Wright (A) Laura Jeffery	David Morley (Chair) Maria Widdowson Telmo Valido (A) Louise Dear

- The quorum for sub-committees is as recorded in the individual committee's Terms of Reference – 3 members.
- Associates ('A') also have a vote at sub-committees.
- The Headteacher and Chair of Governors will attend committee meetings as appropriate for the agenda.

3. Link Governor Responsibilities

SEND (reports into FGB)	Anna Hare (L) & Julia Sandell
Safeguarding (reports into FGB via Pastoral)	Kathryn Higgins (L) & Helen Edward
Equality (reports into FGB via Pastoral)	Justine Hebert
Pupil Premium (reports into FGB via Pastoral)	Helen Edward
Health & Safety (reports into FGB via Resources)	Maria Widdowson (L)
English (reports into Standards)	Dan Jameson
Maths (reports into Standards)	Dahs Chae
Science (reports into Standards)	Kathryn Higgins

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Sports Premium (reports into Standards)	Kathryn Higgins
Behaviour and Anti-Bullying (reports into Pastoral)	Julia Sandell
Data protection and information security (reports into Resources)	David Morley

- Each link governor named below is accountable to the Full Governing Board for their named area of responsibility. This may report via a committee rather than directly into the Board for ease of operation and allowing for delegated authority to committees.
- In a few critical areas, there is both a lead governor (L) for an area and a second named individual. The lead governor is accountable for the area. The second link governor should be involved and engaged in all activity, but acts more as a sounding board and to ensure someone else is up to speed on that area.

4. Panels

Grievance/Disciplinary Appeals	Headteacher Performance Management & Development
Governors to be identified based on: <ul style="list-style-type: none">- Any prior knowledge of the appeal or the parent/child/staff member involved, which could influence their independence- Those who can offer an independent and objective assessment of the appeal- Those with any relevant experience of such processes	Justine Hebert Kathryn Higgins Maria Widdowson

5. Working Parties

Bi-annual Surveys
Kathryn Higgins Julia Sandell