



CENTRE FOR MOVEMENT DISORDERS

## **GOVERNING BODY**

The Governing Body is formed from a sub group of trustees, parent representative and senior staff at NICE. The Governing Body has a duty to act in the best interests of the pupils and ensure that the children receive the highest possible quality of education during their time at NICE.

Due to the nature of the organisation there will be a direct link and shared responsibility between the trustees and the governing body. In order to facilitate this the following roles and responsibilities will be divided in accordance with charity regulations, Ofsted requirements and the smooth running of the whole organisation.

### **Roles and responsibilities:**

**Trustees:** meet quarterly

Trustees will be responsible for discussing, agreeing and setting the strategy for the whole organisation. One part of this will be the pre-school and school services. This strategy will be discussed, monitored and reviewed at the quarterly meetings of the trustees.

Trustees, in conjunction with the CEO, will be responsible for the setting and reviewing of all financial matters including the setting of the annual budget and staffing levels.

The Governing body will report directly to the trustees, at each meeting, to provide feedback on the governing body meetings and ensure that all trustees are aware of matters which relate to the organisation as a whole.

### **Elected members**

The governing body should consist of up to three trustees – nominated by the trustees board and up to two parent representatives.

All elected members of the governing body will serve for a three year term. At this point they can stand for re-election if desired. The trustees will appoint their members during their trustee meeting. If there are more than two parent representatives all parents of children attending NICE will have the opportunity to vote for two representatives. Those with the most votes will be appointed.

National Institute of Conductive Education, Cannon Hill House, Russell Road, Moseley, Birmingham B13 8RD  
Tel: 0121 449 1569 | Email: [foundation@conductive-education.org.uk](mailto:foundation@conductive-education.org.uk)

[www.conductive-education.org.uk](http://www.conductive-education.org.uk)

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### **Staff members:**

Staff members in attendance should be:

CEO

Head teacher

Leading conductor for pre-school services

NICE Designated Safeguarding Lead (DSL)

### **Roles and responsibilities:**

The governing body will take responsibility for:

- Ensuring the independent school standards are met to a high standard.
- Pupil outcomes and progress across the curriculum areas
  - o Ensuring a broad based curriculum relevant to the special needs of the pupils
  - o Ensuring the full integration of conductive education to maximise the pupils' experience and learning.
- Discuss and challenge senior staff to ensure that all pupils' needs are met and progress is documented.
- Ensure that the pupils' spiritual, moral, social and cultural development and within this, the promotion of fundamental British values, are at the heart of the school's work.
- Ensure that safeguarding is effective within a culture of vigilance where pupils' welfare is actively promoted. Pupils are listened to and feel safe and that staff are trained to identify when a pupil may be at risk.
  - o A link governor for safeguarding will be appointed from the board.
- Ensure that teaching is highly effective across the school.
- Ensure staff development and appraisal encourage, support and challenge conductor teachers.
- Understand the views of pupils, parents and staff as focus for school improvement.
- Have a good working relationship with all staff and pupils.

In order to do this governors will be required to:

- Visit the pre-school and school to gain an in-depth understanding of the work. There should be minimum of 2 visits per year by a governor.

- Have access to the school improvement plan, access plan and school improvement plan.
- Have access to curriculum planning documents and examples of monitoring of pupil progress.
- Be trained annually and have knowledge around safeguarding and know the policies and procedures for safer recruitment, safeguarding and other relevant areas.

**Meetings:** meetings will be held quarterly prior to the full trustees meeting. Dates will be issued for one year in advance.

Minutes will be taken at each meeting and distributed to governors. They will be made available on request to any parents of a child attending NICE and any other body who requests them.

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