



Scope of Responsibility

The Governing Body of Bishop Challoner Catholic College is responsible for setting the ethos and vision of the school, identifying areas where the school needs to improve and planning how to make those improvements. It makes sure that the educational performance of pupils is strong and that the budget is used properly and effectively.

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Mr G Keegan (Chair)	4	4
Dr R Wilcher (Vice Chair)	2	2
Miss J Beard	4	4
Mr J Brooks	3	4
Dr J Coughlan	4	4
Mrs A Gilbride	4	4
Mr J Gray	4	4
Mr D Hearnden	3	4
Mrs R McGillion-Fee	1	4
Mr E O'Connor (Associate Member)*	3	4
Mrs T Potter	3	4
Mr E Reed	4	4
Mrs C Ward	3	4
Mrs N Winhall	3	4
Mr C Wormwell	4	4
Mrs K Tehan	3	3

*Associate Members in maintained schools cannot vote at Full Governing Body meetings but can be given voting rights on Committees.

Committees of Bishop Challoner Catholic College Governing Body

Curriculum and Catholic Life Committee

The committee ensures compliance with the National Curriculum, legal requirements for worship, and delivery of RE and personal education, overseeing teaching to reflect the school's Catholic ethos. The committee use the Common Framework for accountability, review safeguarding, and oversee policies for SEND, careers, attendance, and community engagement.

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Dr R Wilcher (Chair)	1	1
Miss J Beard	3	3
Dr J Coughlan	3	3
Mrs R McGillion-Fee	3	3
Mr E O'Connor	3	3
Mrs T Potter	2	3
Mrs K Tehan	2	2

Finance Committee

The committee manages budget preparation and approvals, reviews financial reports and oversees expenditure up to delegated limits. They monitor financial controls, insurance, contracts and compliance with regulations, ensuring transparency and accountability to the Full Governing Body. The committee also oversees asset disposal, conflicts of interest, training requirements and adherence to financial standards, including the Schools Financial Value Standard (SFVS). They annually review the Charging and Remissions policy.

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Mr J Brooks (Chair)	4	4
Dr J Coughlan	4	4
Mrs A Gilbride	4	4
Mr G Keegan	4	4
Mr E O'Connor	3	4
Mr E Reed	3	4
Mr C Wormwell	3	4

Personnel Committee

The committee oversees safeguarding policies and employment matters, including recruitment, promotions and staff management structure. They attend staff appointment panels, ratify upper pay scale salaries and advise on overall staffing provision. They adopt policies on equal opportunities, health and safety and perform annual salary determinations based on performance management.

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Dr R Wilcher (Chair)	1	1
Dr J Coughlan	2	2
Mr J Gray	1	1
Mr E Reed	0	2
Mrs C Ward	2	2

Premises Committee

The committee advises on school resource provisions and service contracts, including the consideration of in-house services. They oversee building conditions, usage and development, including acquisitions or disposals. They prepare capital bids, manage maintenance programmes and review health and safety responsibilities. They also maintain the school's Accessibility Plan to meet statutory requirements.

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Mrs A Gilbride (Chair)	3	3
Dr J Coughlan	3	3
Mr D Hearnden	2	3
Mr E O'Connor	3	3
Mrs N Winhall	2	3

SCITT Governance Board

The Committee meets to review and support the work of the SCITT. Its responsibilities include overseeing the strategic development of the SCITT, monitoring current and prospective partnerships, evaluating risk assessments, and considering external educational initiatives. Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Mr J Gray (Chair)	2	3
Mr J Brooks	2	3
Mrs A Gilbride	2	3
Mr G Keegan	2	3
Dr J Coughlan	2	3

Pay Committee

Meeting attendance during 2024/25 was as follows:

Governor	Meetings attended	Out of a possible
Mr G Keegan	1	1
Dr R Wilcher	1	1
Mr J Brooks	1	1

Other Committees

The following committees convene when needed:

- Pupil Discipline to parents and pupils
- Pupil Exclusion
- Staff Discipline
- Staff Discipline Appeals

Impact of Bishop Challoner Catholic College Governing Body

Ensuring the school has a clear vision, ethos and strategic direction.

Governors are committed to guiding the school's mission and long-term goals. Governors regularly review the 3-year strategic priorities for Bishop Challoner Catholic College to support our flourishing Catholic culture of self-evaluation, challenge, development and support.

In placing Christ at the centre, our school ensures that our Gospel Values are implicit in daily school life and in the way in which we reach out to serve the wider community, driven by our mission statement:

*IN OUR COMMUNITY OF FAITH
IN BISHOP CHALLONER CATHOLIC SCHOOL
WE GIVE GLORY TO GOD BY DEVELOPING OUR FULL POTENTIAL
AND IN OUR SERVICE TO OTHERS
IN THE NAME OF THE FATHER AND OF THE SON
AND OF THE HOLY SPIRIT*

The strategic plan is on the agenda of all meetings, ensuring that all decision-making is aligned with the vision and ethos of our school.

Holding the Principal to account for the educational performance of the school.

Governors are committed to holding the Principal to account for the educational performance of the school by thoroughly reviewing the Principal's report and engaging in robust discussions and challenges during meetings.

To ensure accountability, a clear action log is maintained and revisited at each meeting, ensuring that all agreed-upon actions are implemented, and progress is monitored. This structured approach helps maintain high standards and continuous improvement in the educational outcomes of the school.

To oversee the budget and finances and make sure money is well spent.

Governors ensure that the school's budget and finances are overseen with diligence and responsibility. A dedicated Finance Committee, consisting of governors, the Principal, and the school Finance Lead, has been delegated this responsibility. The committee meets at least three times per academic year and reviews the financial management of the school, ensuring that funds are used effectively and in accordance with the School Improvement Plan.

The Finance Committee is responsible for the preparation, setting and approval of the Annual Budget. It establishes formal procedures for budget planning and requires the Principal to produce expenditure and income estimates in advance. Throughout the financial year, the committee monitors income and expenditure, reviewing detailed Budget Monitoring Reports, which are subsequently reported to the Full Governing Body.

To maintain transparency and accountability, the committee maintains a clear action log, which is revisited at each meeting to ensure that all actions are carried out effectively. This structured approach ensures that the school's financial resources are managed prudently, supporting the school's mission and long-term goals.

Any correspondence for the Chair of Governors should be marked FAO: Gregory Keegan c/o Bishop Challoner Catholic College, Institute Road, Kings Heath, Birmingham, B14 7EG