



THE PIGGOTT SCHOOL

'...to be a school which inspires and encourages the highest achievement'

Remote Decision policy

Background

1: The School Governance (Roles, Procedures and Allowances) Regulations (England) 2013 allow Governing Bodies to make decisions remotely.

Decisions by email

2: The Governing Body has agreed that:

i.) Where the matter is urgent;

ii) Where policies need to be approved; or

iii) Where governor election timetables need to be approved or any other Governing Body business

the matters can be discussed via email communication and decisions made remotely by the Full Governing Body or the relevant committee.

3: The decision as to whether the matter is urgent is made by the Chair of the Governing Body or Chair of the relevant committee. In the absence or unavailability of the Chair the vice-chair may make the decision (Governing Body only).

4: In the absence of the Chair or Vice-chair certifying that the matter is urgent, decisions may nevertheless be made remotely if in making the decision the majority of those voting indicate that they consider the matter urgent.

5: The power given in paragraph 2 is subject to the following :

(a) The email communication is sent to all members of the Governing Body and/or the relevant Committee members depending upon whose responsibility the decision/policy is.

(b) A deadline is given in the email for any responses.

(c) For the decision to be binding the necessary quorum of governors must respond and the majority must vote in favour. The quorum required is the same as that of the Full Governing Body and/or the Committee depending whose responsibility the decision lies with. If there is a tie in the casting of the votes the Chair has a casting vote.

(d) Any decision made via email will be reported to the Full Governing Body and/or the Committee at the next meeting for ratification.

6: No decisions may be made by telephone and/or video conference, save for instances under Regulation 8 of the School Governance (Roles, Procedures and Allowances) (England) Regulations 2013. These regulations permit the Chair of the Governing Body and/or Chairs of Committees to exercise any function when in his/her opinion a delay in exercising the function would be likely to be seriously detrimental to the interests of the school, any pupil of the school or his/her parent, and/or a person who works at the school.