

Committee Memberships

Appeals Committee

Any three governors, selected by the Chair, with no previous involvement in the matter to be considered.

Pupil, Discipline and Complaints Committee

Any three governors, selected by the Chair, with no previous involvement in the matter to be considered.

Resources and Staffing Management Committee

Mrs Beckett, Mrs Watts, Mrs Ireland, Mrs Scargill

Teaching and Achievement Committee

Mrs Beckett, Mrs Grimshaw, Mrs Moss, Mrs Robson

Committee Responsibilities

Appeals Committee

- Hears appeals against pay policy decisions
- To act as the Staff Dismissal Appeals Committee
- To hear appeals against redundancy decisions
- To act as the Grievance Appeals Panel
- To hear parental appeals against exemptions from the national curriculum

Pupil, Discipline and Complaints Committee

To consider and formal parental complaints;

To consider the circumstances of any disciplinary exclusion and parental and local authority representations in cases where a pupil has been excluded by the Headteacher:

- permanently;
- for a fixed period totalling more than 15 school days within one school term;
- for a fixed period totalling more than 5 school days within one school term only where parents request such a meeting.

Resources and Staffing Management Committee

- To ensure sound financial management of the school's financial situation by monitoring and evaluating the school's financial performance in accordance with the School Financial Value Standard;
- To ensure the School Development Plan is fully costed and provides a sound basis for long-term financial planning;
- To monitor progress against the School Development Plan in respect of financial matters and the management of school premises;
- To consider the draft budget and make recommendations to the full governing body;
- To monitor progress against the school budget;
- To receive the report from the local authority's auditor, consider recommendations and ensure that they are implemented;
- To review and approve the school's Charging and Lettings Policy;
- To approve and monitor the annual maintenance programme for the school, including furnishings;
- To ensure that the school is secure, in line with safeguarding requirements;
- To monitor the performance of cleaning, grounds maintenance and catering provision in the school;
- To approve specifications for building works;
- To receive reports following health and safety site inspections and ensure that recommendations are implemented;
- To review the Health and Safety Policy and recommend it to the full governing body;
- To review, monitor and sign off risk assessments, where required (e.g. educational visits);
- To review the Pay and Performance Management policies and recommend them to the full governing body;
- To approve increases in pay for staff in accordance with the Pay Policy;
- To ensure that the performance of teachers is reviewed on a regular basis and objectives recorded by 31 October each year;
- To ensure that the school receives appropriate support from an Improvement Advisor to advise governors on performance and achievements;
- To agree objectives, review the performance of the Headteacher and agree training needs, with the Improvement Advisor, on an annual basis by 31 December each year;
- To consider and approve a Performance Review Statement, including comments from the Headteacher and monitor progress;

- To approve revisions to the school staffing structure;
- To ensure dedicated leadership time is available to maintain and develop capacity in the school;
- To consider applications from staff for early retirement, extended leave of absence, flexible working or funding for additional qualifications;
- To review the arrangements for the deployment of staff in school to ensure it meets pupils' needs;
- To ensure that the school complies with equality legislation;
- To ensure that the profile of the school is highlighted through all available means to as wide an exposure as possible;
- To maximise the potential for the broadcast of 'good news' and other events;
- To review and recommend a Public Relations Policy to the full governing body;
- To ensure that the school builds on community links;
- To ensure that governors are trained to fulfil their roles;
- To receive reports on safeguarding matters;
- To review and approve Local Authority policies;
- The Budget is to be approved by the Full Governing Body;
- The Headteacher be empowered to incur expenditure within an approved budget up to a limit of £15000;
- The Headteacher be empowered to vire between budget headings up to limit of £20000;
- The Deputy Headteacher be empowered to incur expenditure within an approved budget up to a limit of £5000;
- The School Business Manager (in the absence of the Headteacher and Deputy Headteacher) be empowered to incur expenditure within an approved budget up to a limit of £1000.

Teaching and Achievement Committee

- To advise the full governing body on the School Curriculum Statement;
- To ensure the school has effective self-evaluation procedures and that these are used to advise the Committee on school performance and pupil progress;
- To monitor progress against the School Development Plan in respect of the delivery of the national curriculum and other curriculum requirements, including school performance;
- To ensure the national curriculum assessment procedures are carried out and results made available;

- To review the Special Educational Needs (SEN) Policy and recommend it to the full governing body;
- To monitor the effectiveness of the school's curriculum policies;
- To approve written information to parents and other stakeholders in relation to the school's Curriculum Statement, Sex Education Policy and SEN policy;
- To receive and review data on pupil progress on a termly basis, including interventions that are used;
- To consider local authority statements which name the school and advise the full governing body;
- To approve pupil targets;
- To receive reports on pastoral care, behaviour and attendance;
- To receive reports from governors who visit their year groups;
- To monitor the quality of teaching.