

## HEYES LANE PRIMARY SCHOOL GOVERNING BODY REMIT

*The Governing Body needs to take a strategic role, act as a critical friend to the School and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities*

### Terms of reference:

- **To agree constitutional matters\***, including procedures where the Governing Body has discretion
- To recruit new members as vacancies arise and **to appoint new governors\*** where appropriate
- **To hold at least three Governing Body meetings a year\***
- **To appoint or remove the Chair and Vice Chair\***
- **To appoint or remove a Clerk to the Governing Body\***
- **To establish the committees of the Governing Body and their terms of reference\***
- To appoint the Chair of any committee *(if not delegated to the committee itself)*
- **To appoint or remove a Clerk to each committee\***
- **To suspend a governor\***
- **To decide which functions of the Governing Body will be delegated to committees, groups and individuals\***
- **To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Body is necessary\***
- To approve the first formal budget plan of the financial year
- To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- **To review the delegation arrangements annually\***

\*these matters cannot be delegated to either a committee or an individual

**Membership – As per the Instrument of Government**

**Disqualification – as per Guide to Law and Schedule 6 of the Constitution Regulations**

These terms of reference agreed by the Governing Body
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Date: 21/09/2020
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Chair of the Governing Body
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Tom Meacock
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Vice-Chair of the Governing Body
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Mr D Hope
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Clerk to the Governing Body
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Trust GS
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Quorum:
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One half of the number of Governors in post
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