

COMMITTEES OF THE GOVERNING BODY

The Full Governing Body meets once a term and individual Governors are expected to attend these meetings. Minutes of Full Governing Body meetings are public documents and can be viewed in the school office.

In addition, there are three committees which each meet once a term and feed back to the Full Governing Body. Each Governor is required to be a member of at least one of these Committees.

(1) Pay and Personnel Committee

Current Membership: Stephen York (Chair), Nicola Morriss, Jo Share-Bernia, Rev. Nina Coulthard, Aniket Patel, Nicola Pearce, Julie Witteridge (Head Teacher).

Duties include:

- Overseeing staffing requirements and agreeing new staff appointments, changes and amendments
- Approving procedures for the recruitment and appointment of staff
- Sitting on interview panels
- Reviewing staff job descriptions, salaries, pay progression and performance management
- Considering applications from staff for leave of absence and secondments

(2) Pupil and Curriculum Committee

Current Membership: Craig Sherrin (Chair), Nicola Morriss, Huw Williams, Lucy Bacon (staff), Louise Bezuidenhout (staff), Simon Wakinshaw, Julie Witteridge (Head Teacher).

Duties include:

- Monitoring the implementation of the national curriculum and the statutory requirements relating to religious education and collective worship
- Reviewing assessment data
- Reviewing learning and progress of pupils (especially in relation to SEN and pupil premium pupils)
- Approving and monitoring school policies including the Behaviour and Discipline and SEND policies
- Reviewing the sex education programme
- Approving educational visits
- Reviewing parental involvement
- Reviewing the school's extended schools provision
- Establishing and reviewing the uniform policy
- Establishing guidelines on leave of absence

(3) Finance Committee

Current Membership: Andrew Martin (Chair), Jo Share-Bernia, Aniket Patel, Huw Williams, David Wixley, Ben Joyce, Julie Witteridge (Head Teacher).

Duties include:

- Agreeing and monitoring annual school budget and monthly spending
- Overseeing termly income and expenditure
- Agreeing major financial outlays
- Determining the school's financial priorities and preparing medium-term financial plans
- Reviewing the school's Financial Regulations and Scheme of Delegation, insurance and leasing arrangements
- Monitoring the school's internal financial controls
- Receiving and reviewing the annual audited accounts, any audit report from the Local Authority and the Schools Financial Value Standard
- Reviewing all areas of site maintenance and development (including security and health and safety)
- Appointing architects, builders, ground maintenance teams, surveyors etc and contracts by tender