

Education Committee

The committee has responsibility delegated by the governing body to:

- *Oversee and monitor all Quality of Education priorities on the School Development Plan.*
- *Review/approve all policies relevant to the curriculum and roles of the committee*
- *Monitor and review information on school performance to include OFSTED data dashboard.*
- *Monitor and review school targets.*
- *Monitor and review in year progress for all year groups and all groups of pupils.*
- *Compare school performance against national data.*
- *Monitor achievement for all groups of pupils*
- *Monitor pupils' work and carry out pupil consultation.*
- *Monitor school target setting systems and how this is reported to parents.*
- *Review data published by DfE to ensure the school is meeting standards.*
- *Ensure targeted support and action plans are in place for all teachers who are not at least good.*
- *Monitor and review quality of teaching across the school.*
- *Monitor teaching for groups of pupils*
- *Monitor homework arrangements.*
- *Ensure the school is meeting national curriculum requirements and review the curriculum policy statement ensuring it meets pupils' needs.*
- *Monitor and review the curriculum including skills coverage*
- *Review and update SEF (self-evaluation form).*
- *Monitor and review school improvement plan.*
- *Monitor how school are developing pupils' spiritual, moral, social and cultural development.*
- *Any item referred by the full governing body*

Membership

1. *John Thompson*
2. *Jane Hill*
3. *Chris Withers*
4. *Stephen Pugh*
5. *Rachael Mackinlay*
6. *Phil Rose*

In Attendance:

7. *Sheena Howard*
8. *Laura Parsons*

Minimum of three members required for quorum

Chair of committee

John Thompson

Clerk

Vicky Coombes

Pastoral Committee

The committee has responsibility delegated by the governing body to:

- *Monitor and review any relevant policies including safeguarding, inclusion, equality, drugs education, and behaviour.*
- *Review and monitor school behaviour.*
- *Review and monitor attendance data against school and national targets.*
- *Review/approve all policies relevant to the curriculum and roles of the committee*
- *Monitor and review in year progress for all groups of pupils, including SEND, pupil premium*
- *Monitor and review any student related safeguarding issues via the LGB and Designated Safeguarding Lead*
- *Monitor and review exclusion data.*
- *Monitor and review provision for identified cohorts of student causing concern e.g. disaffected students*
- *Review the arrangements for educational visits to ensure accessibility for all*
- *Monitor and review the provision of school meals including to those eligible for free school meals*
- *Receive regular feedback on student voice activities including school council minutes*
- *Any item referred by the full governing body*
- *Review E-Safety Policy and Procedures*

Membership

1. *Chris Withers*
2. *Tracey Rose*
3. *Diane Perks*
4. *Adrian Hobday*
5. *Jacqui Bennett*
6. *Graeme Brown*

In Attendance:

7. *Stuart Knott*
8. *Kay Hodgetts*
9. *Teresa Clipson*

Minimum of three members required

Chair of Committee

Diane Perks

Clerk

Vicky Coombes

Management Committee

The committee has responsibility delegated by the governing body to:

- *Finance:*
- *Review and approve all policies relevant to finance and roles of the committee.*
- *Approve the annual budget and present it to the full governing body for ratification.*
- *Review the statement of actual expenditure compared with budget at least once a term.*
- *Receive & review financial projections, compare with relevant benchmarks.*
- *Approve expenditure and virements of sums over £10,000 sums below that amount are delegated to the Head Teacher.*
- *Ensure conformance to the Schools Financial Value Standards in Schools.*
- *Assess the financial progress towards achieving the objectives in the school improvement plan.*
- *Review leases and contracts - including traded services.*
- *Ensure Best Value principles apply.*
- *Review the financial implications on the budget of the pay and conditions document.*
- *Receive the annual accounts and certificate of audit of the school fund account and other voluntary funds held within school.*
- *Assess the school's insurance cover to ensure that it provides adequate protection against risks.*
- *Review and approve internal financial procedures.*
- *Ensure LA financial procedures are complied with.*
- *Review quotations with a view to placing contracts or orders.*
- *Staffing:*
- *Review/approve all policies relevant to staffing and roles of the committee.*
- *Consider applications from staff for variation to contract (secondments, early retirements, leave of absence, reduced working hours etc).*
- *Ensure all personnel records are held securely.*
- *Review the staffing structure of the school annually ensuring that it meets the requirements of the curriculum and is in line with the school improvement plan.*
- *Review staff work/life balance, working conditions and well-being, including the monitoring of absence.*
- *Implement the appraisal policy and monitor teacher appraisal process.*
- *Equal Opportunities.*
- *Establish and maintain rolling programme for Disclosure & Barring Service (DBS) Checks.*
- *Staff training and CPD.*
- *Review staff pay progression in accordance with the pay policy and annual appraisal cycle*
- *Premises Health & Safety:*
- *Review the health and safety policy on an annual basis, amend, develop and review any other health and safety related policies or procedures.*
- *Establish and review an accessibility plan.*
- *Receive Health and safety audit, and monitor any action plans that come out of the audit.*
- *Receive a regular report on accident statistics, near misses, incidents of violence or aggression and any RIDDOR incidents.*
- *Consider any reports provided by inspectors of the enforcing authority under Health and Safety at work Act or any other relevant enforcement authority.*
- *Ensure compliance with current fire safety legislation and regulations*

- *Ensure risk assessments are carried out and reviewed on a regular basis.*
- *Review and approve upcoming offsite activities, ensuring that health and safety planning and risk assessments have been undertaken for them.*
- *Inspect the school site and buildings to monitor maintenance and improvement, including security (Site visit). The inspection to be documented and any actions monitored.*
- *Ensure building related maintenance checks have been carried out at appropriate intervals and actions are monitored until completion.*
- *Review communications and publicity relating to health and safety in the school and where necessary recommend any improvements or changes, how information is communicated and made available within the school.*
- ***Any item referred by the full governing body***

Membership

1. *Chris Withers*
2. *Stephen Pugh*
3. *Karen McGrath*
4. *Gil Hancox*

In Attendance:

5. *Bryn Thomas*
6. *Rebecca Hawthorne*
7. *Anthony Derrer*

Minimum of three members required

Chair of Committee

Stephen Pugh

Clerk

Vicky Coombes