

LANGLEY AND BEAUFORT SCHOOLS' GOVERNING BODY

FULL GOVERNING BODY

Terms of Reference

1. Principles

- 1.1 The governing body will act as a corporate body, with integrity, objectivity and honesty in the best interests of the school.
- 1.2 The governing body will have three sub-committees, (1) Finance Committee, (2) Staffing Committee, and (3) Langley and Coppice Joint Site Committee/Beaufort and Colebourne Joint Site Committee, each with delegated responsibilities as agreed in the Terms of Reference for each of the Committees.
- 1.3 The governing body will have first and second Appeals Committees.
- 1.4 The governing body will be open about the decisions they make and the actions they take, and in particular shall be prepared to explain their decisions and actions to interested persons. (They shall not be required to disclose material relating to a named member of staff, a named pupil, or any matter which by reason of its nature, the governing body, or committee of the governing body, are satisfied should remain confidential).
- 1.5 The quorum for any meeting and vote will be one half (rounded up to a whole number) of the complete membership of the governing body, excluding vacancies.
- 1.6 Clerking will be undertaken by the clerk to the governors.
- 1.7 The minutes will be presented for consideration at the next meeting, approved by the full governing body and signed by the chair.
- 1.8 The governing body will hold at least three meetings per school year.

2. The Role of the Governing Body

- 2.1 The governing body will carry out their function with the aim of taking a largely strategic role in the running of the school.
- 2.2 The governing body will establish a strategic framework for the school by:
 - Setting aims and objectives for the school
 - Setting policies for achieving those aims and objectives
 - Setting targets for achieving those aims and objectives

- 2.3 The governing body will monitor and evaluate progress in the school towards achievement of the aims and objectives set, and regularly review the strategic framework for the school in the light of that progress.
- 2.4 In exercising the functions in 2.2 and 2.3 above, the governing body will:
- Consider any advice and reports given by the headteacher in relation to the internal organisation, management, control and progress of the school.
- 2.5 The governing body will act as a “critical friend” to the headteacher, by giving support in the performance of functions and giving constructive criticism and advice.
- 2.6 Where the governing body delegates any function to the headteacher, they will have regard to:
- The requirement that they should exercise their functions with a view to fulfilling a largely strategic role in the running of the school.
 - The responsibility of the headteacher for the internal organisation, management and control of the school.
- 2.7 The governing body will oblige the headteacher to comply with any reasonable direction of the governing body in performing any function delegated by the governing body.
- 2.8 The governing body will ensure that school teacher performance management will be carried out in accordance with current regulations.
- 2.9 The governing body will ensure that the headteacher carries out the responsibilities for the internal management and control of the school and the implementation of the strategic framework established the governing body.

Reviewed Full Governing Body Meeting 6 October 2009

Reviewed Full Governing Body Meeting 22 September 2010

Reviewed Full Governing Body Meeting 26 September 2011

Reviewed Full Governing Body Meeting 8 November 2013

Reviewed Full Governing Body Meeting 25 September 2014

Reviewed Full Governing Body Meeting 29th September 2015