

The Wolds Federation

Appeals Committee

Quorum: 3

Membership to include any governors not previously involved.

Terms of reference.

- To hear appeals against pay policy decisions;
- To hear appeals against dismissal or redundancy decisions;
- To hear appeals against decisions of the Disciplinary Committee;
- To act as the Grievance Appeals Panel;
- To hear parental appeals against exemptions from the National Curriculum

Curriculum/Stand/Pupil Progress Committee

Quorum: 3

Membership – open to all governors to attend (Mrs Dorothy Appleby - Chair).

Complaints Committee

Quorum: 3

Membership to include any governor with no prior knowledge of the complaint.

Terms of Reference:

- Will act in accordance with the school's complaints policy and procedure;
- To hear representations relating to complaints made;
- To make decisions relating to the complaint and inform the complainant of the outcome.

Finance and General Purposes Committee

Quorum: 3

Membership

Open to all governors to attend.

Terms of Reference:

The Committee will deal with all matters relating to finance and all other matters referred to it by the full governing body in order to assist the school to achieve the objectives as set out in the School Improvement Plan. It is recognised that the approval of the annual budget is the responsibility of the finance committee.

The Committee:

In respect of finance will:

- Consider and approve the auditor of the school fund account for the next academic year;
- Approve the school fund account on an annual basis;
- Receive action plans and the progress made for sport premium and pupil premium;
- Approve pay decisions of staff following performance management;
- Approve pay decisions of the Headteacher following performance management;
- Receive and approve the school budget for the next academic year and the five year financial plan and submit to the full governing body meeting for ratification;
- Amend the budget delegated to the Headteacher through virements up to a limit of £10,000

above £30,000 approval from the finance subcommittee. Any spend of more than £30,000 seek approval from the full governing body;

- Ensure compliance with financial regulations in line with SFVS on an annual basis;
- To monitor that the school's financial practices comply with ER financial regulations and the principles for best value;
- Monitor and amend the budget in the light of up to date financial information, whilst acknowledging that corrective action to avoid overspending is delegated to the Headteacher and the School Business Manager.

In respect of premises will:

- Provide support and guidance to the Executive Head Teacher on all matters relating to school premise and grounds, security and Health and Safety;
- To review the health and safety policy, receive the health and safety report and address any health and safety matters;
- Inspect annually the premises and grounds and prepare a statement of priorities for maintenance and development for the approval of the Full Governing Body;
- Exercise delegated responsibility for the condition, repair and, extension and alteration of Premises;
- Monitor accident reports and fire drills and where appropriate recommend and take advice on remedial action;
- Examine safety inspection reports and to make recommendations where remedial action is needed;
- Determine the use of school premises outside session times including advice to the Governing Body on charging policy.

In respect of personnel will:

- Receive information regarding the school structure;
- Monitor the staffing structure and job descriptions of all staff;
- To oversee the appointment procedure for all staff;
- To oversee the process with respect to staffing reductions;
- Consider the end of renewal of temporary contracts for the next academic year;
- Approve and keep under review the pay policy, including pay progression and other appropriate policies for all staff employed in the school;
- Ensure a system of performance management for all staff is in place and is effective;
- Monitor the school's procedures of staff development for both teaching staff and support staff;
- Monitor procedures of the school's support for newly qualified teachers (NQTs) and other new staff;
- Monitor changes in posts and/or personnel and the reasons for them;
- To keep under review staff life work balance, working conditions and wellbeing including the monitoring of absence.

The committee will report on its work and decisions through its minutes or by other means to the meetings of the full governing body. Where necessary, some issues may be considered on the full governing body agenda.

Policies for which the finance and general purposes committee is responsible.

1. Governors' allowances
2. Charging
3. Safer recruitment policy
4. Health and safety
5. School access plan

6. Teachers pay
7. Appraisal policy
8. Induction of new staff
9. Staff discipline conduct and grievance
10. Whistle blowing
11. Sickness absence
12. Code of conduct
13. Complaints
14. Capability
15. Premise management documents
16. Single central record

Performance Review Committee

Quorum: 2

Chair and Vice Chair of Governors (plus any other governor as required)

Terms of Reference

The committee will:

- Undertake the annual review of the Head Teachers' performance and sets the Headteacher's performance objectives;
- To agree the annual performance management of the Headteacher;
- Undertake annual Pay reviews and rewards;
- Approve pay increments for the Headteacher.

Church Distinctiveness and Effectiveness Committee

Membership

Open to all governors.

Chair

A chairperson will be elected at the beginning of each academic year. In the Chair's absence the committee will agree an 'acting' Chair for the meeting.

Quorum

The quorum shall be 3 members, including the Headteacher.

Meetings

- The meetings will be minuted and these will be presented to the Governing Board;
- The committee will meet at least once a term, and otherwise as required.

Terms of Reference

The Committee will work to ensure that leaders continue to **preserve and develop** the school's Christian character and distinctiveness, in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level. This will ensure that the school meets and exceeds the expectations of the Church of England National Board for Education and the Methodist Church and meet their statutory duty under Section 48 of the Education Act 2005. These terms will ensure that this aspect of school performance is closely monitored over time.

Responsibilities

The main function of the committee is to support, advise and challenge the Headteacher and Governing Body on matters relating to the distinctiveness and effectiveness of Beswick and Watton, Middleton on the Wolds and Bishop Wilton schools (the Wolds Federation) as a church schools and the impact which this has on pupils and whole school community, and in particular to :

Monitor and evaluate progress of the school against the success criteria of the SIAMS framework. A holistic focus upon the inspection question

“How effective is the school’s distinctive Christian vision, established and promoted by leadership at all levels, in enabling pupils and adults to flourish?”

The new SIAMS framework will provide structure for the committee to consider the following:

- How does the leadership team ensure that the distinctive Christian character of the Wolds Federation schools as Church of England Schools is secured, preserved and developed and that the schools are run in accordance with the trust deed?
- How is the Christian foundation of the school upheld through its Christian vision and values?
- In what way is the Christian character of the school and its vision monitored and evaluated in terms of its impact on staff, parents and the wider community?
- How does the leadership team ensure that Christian distinctiveness is woven into all aspects of school life and learning?
- What is the impact of the vision and associated Christian values within the curriculum and the wider of life of school, particularly pupils’ spiritual, moral, social and cultural development.
- What is the relationship between the school and the Church and York Diocese?
- How does the schools make provision for future leadership within a Church schools’ framework?

In addition the committee shall:

- Make recommendations to the Governing Body on relevant policies matters to ensure they reflect its Christian vision and the Christian foundation of the school.
- Prepare for the Statutory Inspection of Anglican Schools, including monitoring progress against areas of development identified in SIAMS inspections.
- Review, monitor and evaluate the impact of school improvement plans; ensuring the strengthening of the Christian character and distinctiveness of the school (using SIAMS framework).
- Evaluate, promote and encourage high quality Christian worship which enhances the spiritual wellbeing of the whole school community (children, staff, governors and parents).
- Ensure collective worship is delivered in accordance with provision of the trust deed relating to the schools in accordance with the tenets and practices of the Church of England.
- Ensure that RE is treated as a core subject and maintains a high profile, and is meeting the requirements outlined in the RE Statement of Entitlement (February 2019 et seq.

Reporting

The committee shall monitor, evaluate the following and submit a briefing report to governors each term confirming (and expanding where applicable) that:

- The school's leaders have established and sustained a Christian vision for the school that has sufficient regard to the school's original foundation.
- The school's leaders are actively promoting behaviour and relationships based on dignity and equality.
- The school's leaders have established systems to ensure effective Church school governance including a system that monitors the distinctiveness and effectiveness of the school's Christian vision.
- The school's leaders have taken sufficient notice of the advice provided by the local diocese in line with national guidance, including in particular Religious Education in Church of England Schools: A Statement of Entitlement and Valuing All God's Children.
- The school's leaders have ensured that collective worship reflects the school's distinctive foundation or funding agreement.
- The school's leaders have ensured that the provision of religious education in the school reflects the school's foundation or funding agreement.
- The overall quality of education and its outcomes meets the needs of pupils and has particular regard for the needs of vulnerable pupils including those with learning difficulties or evidence supports that this is improving in any consistent way.
- The school understands itself as a partner with the local church and diocese.
- The school has addressed the recommendations from the previous SIAMS inspection report.
- Any other issue considered pertinent by the committee or advised by the Board of Governors

Membership

- The committee shall consist of up to 6 members including the Headteacher and incumbent who are ex officio.
- Non-voting participants may be invited to attend any meeting by the committee as and when required

Chair

A chairperson will be elected at the beginning of each academic year. In the Chair's absence the committee will agree an 'acting' Chair for the meeting.

Quorum

The quorum shall be 3 members, including the Headteacher.

Meetings

- The meetings will be minuted and these will be presented to the Governing Body.

- The committee will meet at least once a term, and otherwise as required.

Delegated Powers

- The committee shall have the delegated authority to carry out all of the actions identified above without further approval of the full governing body.
- The committee shall report all actions taken to the first subsequent meeting of the full governing body, usually in the form of an approved record of visit
- These delegated powers may only be approved by the full governing body and the full governing body has the right to vary or revoke these powers at any time.

Terms of Reference

The committee shall review terms of Reference for the Committee annually, with any recommendations sent to the next available Governing Body meeting for ratification.

Training

It is the responsibility of Governors to attend courses relevant to their role on the Committee.