



www.emmausfederation.co.uk

Full Governing Body – Terms of Reference

The Governing Body needs to take a strategic role, act as a critical friend to both Schools 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.
- 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(s).
- To appoint or remove a Clerk to the Governing Body.
- To establish the Committees of the Governing Body and their terms of reference and delegate any of its statutory functions to a committee subject to prescribed restrictions.
- To suspend a Governor.
- To decide which functions of the Governing Body will be delegated to committees, groups and individuals.
- To receive reports for 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 review the delegation arrangements annually.
- To note term dates for the academic year and agree occasional days.
- To encourage Governors to visit school and to review, adopt and monitor a Governor's visit policy and feedback procedure.
- To ensure at least three Governors are appointed and trained to complete the Head Teacher's Performance Management.
- To organise support and training for Governors.

Membership – as per the Instrument of Government

These terms of reference were agreed by the Governing Body:	16th September 2015
--	---------------------

Name of Governor	End of Term of Office
R Blowers	21 st October 2015
C Collett	Ex-officio
K Nundy	26 th November 2015
Father Robertson	7 th July 2019
S Robson	2 nd April 2018
C Vines	26 th November 2015
E Woods	31 st August 2018

Chair of the Governing Body	E Woods
------------------------------------	---------

Vice Chair(s) of the Governing Body	C Vines
--	---------

Clerk to the Governing Body	Mrs B Hasler
------------------------------------	--------------

Quorum	One half of the number of Governors in post (rounded up if necessary)
---------------	---

With thanks to the Great Oaks Federation for the use of their Terms of Reference when constructing these.