



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:	20.09.2017
--	------------

Name of Governor	End of Term of Office
R Blowers	17.11.2019
C Collett	Ex Officio
A Despicht	09.02.2021
J Ellis	27.02.2021
H Harris	
Father Robertson	27.07.2019
C Vines	25.11.2019
A Wright	25.11.2019

Chair of the Governing Body	R Blowers
------------------------------------	-----------

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

Clerk to the Governing Body	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.

Swineshead St Mary's Church of England Primary School, Abbey Road, Swineshead, Boston, Lincs,
PE20 3EN Tel: 01205 820356

Sutterton Fourfields Church of England Primary School Park Avenue, Sutterton, Boston, Lincs,
PE20 2JN Tel: 01205 460547

