

St Mary & St Paul's CE Primary

Governing Body Committees

Terms of Reference – PREMISES & WELFARE

Membership

The committee will comprise of 6 (six) governors, one of whom shall be the Headteacher.

The membership and Terms of Reference of the Committee shall be reviewed annually.

The quorum will be 3 (three) Governors.

Terms of Reference

- a. To provide support and guidance for the Headteacher on all matters relating to the school premises and grounds, security and health and safety, including pupil welfare.
- b. To ensure that policies and procedures are in place to reduce barriers to learning, improve behaviour, attendance and punctuality and reduce exclusions.
- c. To monitor key performance indicators for behaviour and welfare (rates of exclusions, attendance levels and rates of persistent absenteeism) and provide support and challenge for the Headteacher and school leaders in improving and/or maintaining high standards in these areas.
- d. To ensure that policies and procedures are in place to promote the spiritual, moral, social and cultural development of children and that the school successfully promotes fundamental British values
- e. To ensure that policies and procedures are in place to keep pupils in the school safe, including policies and procedures linked to bullying, exploitation and staying safe online
- f. To assist the Governing Body and Headteacher to discharge their responsibilities under the Health and Safety at Work Act and the Environmental Protection Act and to ensure the school complies with Health and Safety regulations.
- g. To consider the LEA's policies on health and safety and recommend a policy for the school for adoption by the Governing Body.
- h. To ensure that the necessary school management organisation is in place to implement the policy.

- i. To monitor the effectiveness of the school's health and safety arrangements, make occasional inspections of the buildings and grounds and report at least once a year to the Governing Body.
- j. To monitor the effectiveness of the school's response to any external review or audit of health and safety arrangements
- k. To recommend to the appropriate committee the costs and arrangements for maintenance, repairs and redecoration within the budget allocation.
- l. To ensure any necessary liaison with LEA's Property Services Department and/or Diocesan appointed building consultants, including overseeing the preparation and implementation of contracts..
- m. To consider and report back upon such matters as may be delegated or devolved to the Committee by the Governing Body.
- n. To present the minutes to the Governing Body.