

# Wellington School



*Excellence in Everything*

## Governors' Committees 2020/2021



## Statutory

### **Staff Dismissal Committee and Dismissal Appeal Committee**

- a. Not less than three members of Governing Body.
- b. Appeal Committee shall include no fewer members of the Governing Body than the Staff Dismissal Committee.
- c. No member of Dismissal Committee can form part of the Appeal Committee.
- d. Headteacher cannot be a member of either committee.
- e. Therefore a minimum of six Governors required.

### **Pupil Discipline Committee**

- a. The Committee shall include three or five members of the Governing Body.
- b. Headteacher cannot be a member.
- c. The quorum is three members.
- d. Therefore would suggest seven Governors required.

### **Admissions Committee**

- a. Must include the Headteacher
- b. At least two other members of the Governing Body.
- c. Would suggest the Head plus four other Governors.

## **STATUTORY COMMITTEES**

### **STAFF DISMISSAL COMMITTEE AND DISMISSAL APPEAL COMMITTEE**

All Governors except the Headteacher and Staff Governors

### **PUPIL DISCIPLINE COMMITTEE**

All Governors except the Headteacher and Staff Governors

### **ADMISSIONS COMMITTEE**

Stuart Beeley

### **SPECIAL EDUCATIONAL NEEDS LINK**

Louise Speed

### **SAFEGUARDING LINK**

Alison Christopher

## **NON – STATUTORY COMMITTEES**

### **\* Co-opted School Staff**

#### **1. Resources**

**Matthew Colledge – Chair of Committee**

Alison Christopher

Richard Fleetwood

Karl Myers

**Stuart Beeley**

#### **2. Teaching and Learning**

**Alison Christopher – Chair of Committee**

Louise Speed

Louise Bangee

Will Riley

Gareth Clements

**Sean Fenwick**

#### **3. SCHOOL COUNCIL**

**Christopher Holt – Chair/Assistant Headteacher**

## NON-STATUTORY COMMITTEES

### COMMITTEES

1. Resources
2. Teaching and Learning
3. School Council

### ROLE OF COMMITTEES

#### 1. RESOURCES

- To determine, approve and keep under review policies relating to the employment, recruitment, selection, appointment, promotion, review, grievance, discipline, remuneration and terms and conditions of the employment of all staff.
- To set up appointment panels for staff above a previously agreed grade (with the exception of the post of Headteacher).
- To advise the governing body on the implication of any changes in employment legislation affecting the school.
- To receive, consider and make recommendations to the governing body on the overall staffing provision of the school, including the management structure.
- To recommend the adoption of policies related to equal opportunities and health and safety in relation to teacher/pupil engagement.
- To keep under review and to advise the governing body on the general condition, usage, and development of the school's building and their fabric and sites.
- To consider and make recommendations to the governing body on any proposals for the acquisition or disposal of buildings and sites.
- To draw up any capital bid in consultation with the Headteacher and the architects for approval by the governing body.
- To produce a rolling maintenance programme for the school and to monitor its progress against the formula capital grant and any other funds given to this programme.
- To monitor health and safety issues liaising with the school's health and safety management committee.
- To consider and monitor the School's Admission Policy
- To establish and effect a marketing policy for the school
- To advise the governing body on the application of the General Annual Grant from the E.F.A. and any other payments made to the school.
- To advise the governing body on financial strategy and policy within the resources available.

- To receive, consider and present to the governing body annual estimates of the school's budget and the annual out-turn budget.
- To keep under general review, the staffing establishment of the school and to recommend to the governing body and to the personnel/pay committees the financial limits for salaries and wages within the overall school budget.
- To receive regular reports on the school's income and expenditure, showing a comparison of these against the annual budget.
- To review from time to time the financial memorandum and regulations for the supervision and control of financial procedures, accounts, income and expenditure of the school, together with such related matters as considered necessary and desirable.
- To oversee the distribution of the school fund.
- To ensure an accurate audit of accounts.

## **2 TEACHING AND LEARNING**

- To agree the relevant annual performance targets for student achievement and attendance. Receive termly updates on progress towards these targets and report these to the full governing body.
- To review the following policies and ensure they are being adopted appropriately:

Curriculum Policy  
Teaching and Learning Policy  
Pupil Premium Policy  
SEN Policy  
Attendance Policy  
Child Protection Policy

- In relation to the curriculum and teaching ensure any legal requirements are being met.
- To review and agree the School Improvement Plan on a regular basis.
- Ensure that the requirements for students with SEN are being met, reviewing progress in relation to targets set.
- Ensure that additional Funding for Pupil Premium students is being spent effectively.
- Monitor student attendance.

## **3. SCHOOL COUNCIL**

- To ensure that the student voice reaches the Governors' ear.