

Linwood School

Full governing board terms of reference

Purpose:

Our board has 4 strategic core functions:

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Executive Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff
- Overseeing the financial performance of the school and making sure its money is well spent
- Ensuring that stakeholder voices are heard

The board's responsibilities are outlined below.

Membership: As per Linwood School's Instrument of Government which will be reviewed annually. A chair and vice-chair will be elected and a clerk will be appointed.

New members will be recruited as vacancies arise either by election or appointment as appropriate.

The board can appoint or remove the chair, vice-chair and clerk. The board can suspend a governor.

Quorum: One half of the complete membership of the governing board excluding vacancies rounded up to a whole number.

Meetings: The board will meet at least three times a year. Minutes of the meetings will be shared with the board and made available to the public.

Committees: Committees and their terms of reference will be established.

Terms of reference will be reviewed annually by the board and each committee is responsible for ensuring the strategic development and monitoring of the areas of school activity and life which fall within its delegated remit (as outlined in its terms of reference).

The board delegates the appointment of the committee chairs to each committee.

Delegation: The board will decide which functions of the governing board will be delegated to committees, groups and individuals. The delegation arrangements will be reviewed annually.

Conflicts of interest: Governors may not be involved in or vote on agenda items in which they have a personal interest and must declare any such interest in advance of the start of any discussions.

Policies and compliance: The board will ensure all statutory policies for maintained schools are in place and review and ratify policies where necessary in line with the Linwood 3 year rolling programme or annually where required as per the delegation planner.

Finance: The board will approve the first formal budget plan of the financial year.

Monitoring: The board will be responsible for monitoring:

- Linwood's Curriculum Pathways offer
- Quality of Education and pupil progress and attainment outcomes
- Safeguarding & Child Protection policies & procedures & pupil wellbeing
- Finance and pupil and sports premium spending
- Staffing, including pay & conditions, appraisal and wellbeing
- Checking that statutory required information is published on the school's website

Approved by the governing board: 22 Sept 2021

Next review date: Sept 2022