

COMMITTEE INFORMATION SHEET
Updated and agreed 11th October 2021

LEADERSHIP

Chair	Craig Hilton	Date Appointed	11/10/2021	Length of Office	1-Year
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Election by Nominations invited at the meeting

Vice-chair	Val Forster	Date Appointed	11/10/2021	Length of Office	1-Year
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Election by Nominations invited at the meeting

Head	Vacant	Date Appointed		Length of Office	N/a
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LINK GOVERNORS

Link Area	Governor Name(s)
Attendance	FG3
Ethnic Minority	Sujona Begum
EYFS	Tony Kingston
Financial Health and Efficiency	FG1
Health and Safety in Education	FG1
Human Resources	FG1
KS1 Literacy and Numeracy	Craig Hilton
KS2 Literacy and Numeracy	Raju Noor
LAC, Prevent, Safeguarding	Craig Hilton
Religious Education	Val Forster
Safeguarding	TBC – Val Forster and Nasima Islam are interested
Safer Recruitment	Julie Richardson
School Performance Data	FG2
SEND	Val Forster
Wellbeing	Val Forster

TRAVEL & SUBSISTENCE ALLOWANCE

Governors agreed they would not establish a policy to pay expenses but would keep this matter under review.

COMMITTEES

All committees established by the governing body will discharge their functions in accordance with the delegation levels agreed in the Terms of Reference Part 1 and 2 document.

COMPLAINTS

The meeting quorum shall be no less than 3 governors. The committee will discharge its functions in line with the School's Complaints policy and employees will not be eligible to sit on this committee. The committee will be made up of three governors who have not had prior involvement in the case.

FOCUS GROUP 1 – FINANCE, PREMISES, HR AND PERFORMANCE MANAGEMENT

The meeting quorum shall be no less than 3 governors. Employees will not be eligible to consider any issues relating to performance or personnel matters.

The Chair will rotate however, staff will not be considered as Chair.

Current Committee Membership	Role
Craig Hilton	Member
Headteacher/Acting Headteacher	Member (Finance and Premises Only)
Lynne Dagg	Member
Nasima Islam	Member
Val Forster	Member
Gillian Donneky	Attendee
Lindsey Walker	Attendee
Tony Kingston	Substitute

FOCUS GROUP 2 – PROGRESS AND ATTAINMENT

The meeting quorum shall be no less than 3 governors. The Chair will rotate however staff will not be considered as Chair.

Current Committee Membership	Role
Amina Razak	Member
Craig Hilton	Member
Headteacher/Acting Headteacher	Member – Staff
Julie Richardson	Member
Lynne Dagg	Member
Tony Kingston	Member
Val Forster	Member

FOCUS GROUP 3 – PUPIL DEVELOPMENT

The meeting quorum shall be no less than 3 governors. The Chair will rotate however staff will not be considered as Chair.

Current Committee Membership	Role
Craig Hilton	Member
Headteacher/Acting Headteacher	Member – Staff
Sujona Begum	Member
Tracey Ellis	Member - Staff
Val Forster	Member
Lynsey Robson	Attendee

PERSONNEL APPEALS COMMITTEE

The meeting quorum shall be no less than 3 of the below governors who have not had any involvement in the case or considered the case at the first hearing. Employees will not be eligible to sit on the committee.

When considering an appeal, the committee should consist of the same number of governors as first considered the case at Focus Group 1.

Select no more than 3 of the following based on availability:

Current Committee Membership	Role
Amina Razak	Member
Julie Richardson	Member
Kaiser Ahmed	Member
Raju Noor	Member
Sevannah De Vies	Member
Shehzad Raza	Member
Tony Kingston	Member

Should Mr Kingston be deployed as a substitute at Focus Group 1 to conduct a personnel hearing, the governor he replaces, or another governor with no prior involvement in the case with replace him on the Appeals Committee.

PERFORMANCE MANAGEMENT - HEADTEACHER

Responsible for the Annual Appraisal of Headteacher.

The Review Officer will be independent of the actual appraisal process.

Current Committee Membership	Role
Craig Hilton	PM Governor
Together for Children School Improvement Officer	External Consultant
Lynne Dagg	Review Officer

CONSTITUTION OF THE GOVERNING BODY

Category of Governor	Number of Governors Per Category	Term of Office
Local Authority	1	4
Parent	4	4
Staff	1	4
Staff - Headteacher	1	n/a
Co-opted	8	4

BUSINESS ARRANGEMENTS FOR THE GOVERNING BODY

Area of Business	Provider	Established	Review Date
Clerk to the Governing Body	Simon Allan Inspire Governance Services	1 st September 2015	Annually