

COMMITTEE INFORMATION SHEET
Updated and agreed 02/10/2023

LEADERSHIP

Chair	Craig Hilton	Date Appointed	02/10/2023	Length of Office	1-Year
-------	--------------	----------------	------------	------------------	--------

Election by Nominations invited at the meeting

Vice-chair	Val Forster	Date Appointed	02/10/2023	Length of Office	1-Year
------------	-------------	----------------	------------	------------------	--------

Election by Nominations invited at the meeting

Head	Claire McKinney	Date Appointed	25/04/2022	Length of Office	N/a Ex-officio
------	-----------------	----------------	------------	------------------	-------------------

LINK GOVERNORS

Link Area	Governor Name(s)
Attendance	Craig Hilton
Child Protection/Safeguarding/ Previously Cared for Children	Craig Hilton
Data	Lynne Dagg
Early Years	Rima Ali
English	Amina Razak
Equality/Inclusion	Vacant
Finance	Val Forster
Healthy School and PSHE	Colin Dagg
Humanities	Lynne Dagg
Parent Communications	Colin Dagg
PE and Outdoor Education	Colin Dagg
Pupil Premium	Craig Hilton
Religious Education	Craig Hilton
SEND	Val Forster
PE and Sports Grant	Colin Dagg
Staff Wellbeing	Val Forster
STEM	Lynne Dagg
The Arts	David Swift
Languages	David Swift

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 documents.

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
Claire McKinney	Member - Staff (Finance and Premises Only)
Colin Dagg	Member
Craig Hilton	Member
Lynne Dagg	Member
Val Forster	Member
Gillian Donnelly	Attendee – Staff
Lindsey Walker	Attendee - Staff

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
Claire McKinney	Member – Staff
Craig Hilton	Member
Lynne Dagg	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
Claire McKinney	Member – Staff
Craig Hilton	Member
Rima Ali	Member
Shehzad Raza	Member
Tracey Ellis	Member - Staff
Val Forster	Member
Lynsey Robson	Attendee - Staff

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
Raju Noor	Member
Sevannah De Vies	Member
Shehzad Raza	Member
Rima Ali	Substitute

Should the named substitute be deployed at Focus Group 1 to conduct a personnel hearing, the governor he replaces, or another governor with no prior involvement in the case will replace them 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
Val Forster	PM Governor
Together for Children School Improvement Officer	External Consultant
Lynne Dagg	Review Officer

CONSTITUTION OF THE GOVERNING BODY

Category of Governor	Number 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