

## **TERMS OF REFERENCE – COMMITTEES OF THE GOVERNING BODY**

### **1. Finance, Personnel and Premises Committee**

- To receive regular monitoring reports on the School Budget
- To scrutinise all relevant budgetary information
- To receive the audited accounts of the school on a yearly basis and sign off the School Trust accounts
- To ensure value for money in all school procurement and contracts
- To update all school financial policies as relevant
- To monitor all Health and Safety issues and update relevant H & S policies
- To receive regular updates on all maintenance and contract issues to do with the premises
- To oversee all capital projects and bids
- To monitor all personnel procedures and act as the Pay Committee
- To monitor all Performance Management procedures and policies
- To monitor the Single Equality Act
- To monitor all Freedom of Information and Fair Processing
- To review all Safeguarding policies and procedures
- To review all Behaviour and Rewards policies and procedures

### **2. Curriculum and Pupil Progress Committee**

- To review all school public examination results each year
- To review university applications and destinations each year and all IAG procedures
- To review the Curriculum and its impact on a yearly basis
- To review all assessment procedures
- To review the School Admission Policy each year
- To receive regular reports from departments on their work
- To monitor E-Safety and use of ICT
- To review all PSHCE policies (sex, relationships, drugs, medicines)
- To review all SEN procedures