

**Staffing & Finance Committee (S & F Committee)** – Termly 3 times per year

**Angela J (Chair); Vicki M; Tony S; David W;**

STAFFING	FINANCE
<ul style="list-style-type: none"> <li>Reflect on strategic direction of school and staffing structure</li> <li>Evaluate effectiveness of leadership team – review external reports e.g. OFSTED, ARSP</li> <li>Review annual performance management feedback for all genres of staff including feedback from School Improvement Partner with regard to the Headteacher's performance management</li> <li>Ensure staff are effectively deployed</li> </ul>	<ul style="list-style-type: none"> <li>Propose school and CDC budget for next financial year for approval by full Governing Body</li> <li>Plan priorities for expenditure for year (close link to SIP development)</li> <li>Agree 'Best Value' Policy &amp; ensure school consistently applies agreed 'Best Value'</li> <li>Annually review policy for financial delegation</li> <li>Consider &amp; review school and CDC contracts</li> <li>Monitor budget expenditure for school and CDC at each meeting</li> <li>Review effectiveness and efficiency of resource distribution including staffing</li> <li>Plan for expenditure on buildings plus routine maintenance etc (develop a maintenance programme and earmark funding for this purpose)</li> </ul>

**Curriculum & Pupils (C & P Committee)** - Termly 3 times per year

**Lesley R (Chair); Jude Y; Kate M; Hayley G; David W**

CURRICULUM	PUPILS
<p>To ensure that those responsibilities laid down under relevant Education Acts relating to the Conduct of the School and Curriculum are being met.</p> <p>To develop policies for and monitor and assist in the following areas:</p> <ul style="list-style-type: none"> <li>ensuring that the school is meeting the requirements of the school and National Curriculum in each subject area;</li> <li>to agree, in consultation with the Headteacher, targets for the achievements of pupils at KS1 &amp; 2 to agree the school's curriculum statement and teaching approaches</li> <li>to evaluate and review nature and extent of out of hours learning provision that falls outside the 'Extended Services' committee remit</li> <li>the provision of religious education and collective worship;</li> <li>race equality;</li> <li>sex education;</li> <li>assessment arrangements</li> </ul>	<p>To consider all detailed matters related to the pupils' education and social well-being.</p> <p>To monitor the activities relating to the assessment, statementing and review of children with special educational needs.</p> <p>To develop policies for and monitor and assist in the following areas:</p> <ul style="list-style-type: none"> <li>special needs in relation to education and welfare;</li> <li>pastoral care;</li> <li>school meals;</li> <li>educational visits;</li> <li>school uniform;</li> <li>school prospectus;</li> <li>overall school organisation;</li> <li>reporting arrangements to parents</li> <li>pupil disciplinary matters;</li> <li>any other pupil related matters deemed appropriate.</li> </ul>

### Statutory Committees:

**Pay Review:** Vicki M.; Tony S & Angela J

**Pay Review Appeals:** Lesley R; Carol Armstrong ; Kate M.

**Staff Dismissal Committee:** Kevin F; Lesley R; Vicki M.

**Staff Dismissal Appeals Committee:** Carol A; Angela J: Tony S

**Pupil Disciplinary Committee:** Angela J; Carol A ; Lesley R

Governing Body Agenda Timetable

Autumn1	Autumn 2	TRAINING	Spring 1	Spring 2	Summer 1	Summer 2
<ul style="list-style-type: none"> <li>Apologies</li> <li>Declarations of Interests &amp; complete register</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>AGM</li> <li>Election of Officers</li> <li>Committee Composition</li> <li>Health &amp; Safety</li> <li>Safeguarding inc. reports on any bullying/harassment incidents</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>Annual SEN Report on previous year</li> <li>Early Analysis of Pupil Outcomes</li> <li>Agree targets for KS2 Outcomes for coming year</li> <li>S&amp;F Committee feedback inc. Appraisal and Pay Policy reviews</li> <li>Review Policies...</li> <li>Other items....</li> <li>AOB</li> </ul>	<ul style="list-style-type: none"> <li>Apologies</li> <li>Declarations of Interests</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>Health &amp; Safety – Accident</li> <li>Analysis &amp; Agree Policy</li> <li>Safeguarding</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>Teacher &amp; HT Perf. Mgmt.. targets</li> <li>General report on Appraisal/pay policies</li> <li>C&amp;P Committee feedback inc. Report on Pupil Progress &amp; Behaviour Policy reviews</li> <li>Report on standards of T&amp;L across school plus Raiseonline</li> <li>Appraisal and Pay Policy reviews</li> <li>Services Committee feedback</li> <li>Review Policies...</li> <li>Other items....</li> <li>AOB</li> </ul>	<ul style="list-style-type: none"> <li>Safeguard update</li> <li>Review SDP outcomes</li> <li>Finalise SDP for forthcoming year</li> </ul>	<ul style="list-style-type: none"> <li>Apologies</li> <li>Declarations of Interests</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>Health &amp; Safety</li> <li>Safeguarding– Review policy &amp; CLA report</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>Ofsted data dashboard</li> <li>School Review &amp; SDP approval</li> <li>S&amp;F Committee feedback inc. School Fund Audit, SFVS and Fin Delegation Policy</li> <li>Review Policies...</li> <li>Other items...</li> <li>AOB</li> </ul>	<ul style="list-style-type: none"> <li>Apologies</li> <li>Declarations of Interests</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>Health &amp; Safety</li> <li>Safeguarding inc. reports on any bullying/harassment incidents</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>Teacher Perf. Mgmt.. targets</li> <li>C&amp;P Committee feedback inc. report on pupil progress, attendance policy &amp; agree questionnaires</li> <li>Report on standards of T&amp;L across school</li> <li>Extended Services Committee feedback</li> <li>Review Policies...</li> <li>Other items....</li> <li>AOB</li> </ul>	<ul style="list-style-type: none"> <li>Apologies</li> <li>Declarations of Interests</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>Health &amp; Safety – Accident</li> <li>Analysis</li> <li>Safeguarding</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>Approve budget by 31<sup>st</sup> May</li> <li>Report on standards of T&amp;L across school</li> <li>Review progress towards SDP targets</li> <li>Review Policies...</li> <li>Other items....</li> <li>AOB</li> </ul>	<ul style="list-style-type: none"> <li>School Councillor Presentation</li> <li>Apologies</li> <li>Declarations of Interests</li> <li>Minutes of Last meeting</li> <li>Matters Arising</li> <li>Health &amp; Safety – Accident</li> <li>Safeguarding inc. reports on any bullying/harassment incidents</li> <li>School Roll, Attendance &amp; Exclusions</li> <li>S&amp;F Committee feedback – approve staffing structure &amp; review staff attendance</li> <li>Extended Services Committee feedback</li> <li>Questionnaire outcomes</li> <li>PTA Report</li> <li>Review Policies...</li> <li>Agree new Prospectus</li> <li>Other items...</li> <li>AOB</li> </ul>

### Extended Services Committee

#### Members:

David Warbrick  
Debbie Cook  
Vicki Forster (co-opted)  
P Vaughan (co-opted)

#### Remit:

Evaluate and review whole range of fee paying extended services offered by school

### Allerdale Governor Cluster

Angela J  
Vicki M



### Competency framework responsibilities

Special Needs – Lesley R  
Safeguarding & Prevent – Angela J  
Health and Safety– Kevin FF  
Assessment data – Vicki M  
Financial Health – Tony S  
Pupil Premium – Julia P



Responsibility	Governor	Staff
Chair	Angela J	
Vice Chair	Vicki M	
Safeguarding	Angela J	DW
SEN/G&T/Equal Opps - Inclusion	Lesley R	AN
Literacy	Kate M	JM&JY
Numeracy	Tony S	KH & JO
Science /DT	Vicki M	HG & RM/JWa
RE	Julia P	DP
ICT / Link	Angela J	DW
History	Donna H	RM&JWa
Geography	Carol A	JC
PE	Alison R	HG
Art	Hayley G	DP
PSHE	Lesley R	MP
Music	Jude Y	MM
Health & Safety	Kevin F	DW
MFL	Julia P	JY
Children Looked After		Debbie
Early Years		Kate M