



Byley Primary School & Nursery Governing Body & Committees Terms of Reference

- The Governing Body shall consist of at least 9 governors (10 including Headteacher)
- The quorum shall be 5 governors (or a minimum of 50% for committee meetings).
- To hold at least 3 full governing body/committees meetings a year
- The governing body will elect both chair and vice chair annually at the first meeting of the academic year.
- To determine the strategic direction of the school
- To monitor and evaluate the performance of the school by receiving reports from the head teacher
- To agree constitutional matters, including procedures where the governing body has discretion
- To consider whether or not to exercise delegation of functions to individuals or committees
- To establish the committees membership
- To receive reports and ratify recommendations from committees or from individual governors
- To consider business provided by the LA and other sources
- To agree selection panel for head teacher and deputy head appointments
- To suspend or end suspension of head teacher
- To draw up the instrument of governance and amendments thereafter
- To appoint or dismiss the clerk
- To set up a register of governors' business interests
- To recruit and appoint new governors where appropriate
- To suspend a governor
- To manage the school budget and consider proposed revisions to the budget
- To decide whether to delegate power to spend the delegated budget to the head teacher and if so establish financial limits of delegated authority

- To review delegated spending limits
- To approve the first formal budget plan of the financial year
- To approve the Statement of Internal Control
- To ensure a policy review cycle is in place