

WYTON ON THE HILL PRIMARY SCHOOL

TERMS OF REFERENCE AND STANDING ORDERS FOR THE PERFORMANCE & STANDARDS COMMITTEE

1. GENERAL

1.1. The purpose of this document is to set out how this Governing Body within its overall responsibility for the curriculum, will allocate its responsibilities to a Performance & Standards Committee.

2. STANDING ORDERS

2.1. The agenda for the meeting shall be distributed to all Governors at least seven days before the meeting.

2.2. All meetings will be minuted and circulated to Committee members as soon as possible after the meeting.

2.3. Where there is an equality of votes for and against a particular resolution, the matter will be referred back to the next full meeting of the Governing Body.

2.4. Minutes of meetings of the Performance & Standards Committee shall be circulated with the papers of the next full meeting of the Governing Body.

3. TERMS OF REFERENCE

3.1. To consider and advise the Governing Body on standards and other matters relating to the school's curriculum, including statutory requirements and the School's Curriculum Policy.

3.2. To consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant committees or the Governing Body.

3.3. To consider and advise the Governing Body on matters relating to community cohesion and equal opportunities.

3.4. To make arrangements for the Governing Body to be represented at School Improvement discussions with the LA and for reports to be received by the Governing Body.

3.5. To review and evaluate provision for all children including those from vulnerable groups to ensure inclusive provision, providing reports and advice to the Governing Body.

3.6. To oversee arrangements for educational visits, including the appointment of a named co-ordinator.

4. MEMBERSHIP

4.1 . The Performance & Standards Committee shall consist of not less than four governors, to be appointed at the first meeting of the Governing Body in each academic year. Those persons shall have voting rights.

4.2. Representatives of governors serving on the Performance & Standards Committee shall reflect where possible the balance of representation on the full Governing Body which includes: Parent, Staff, Community and LA governors.

4.3. The committee may appoint such co-opted, non-voting members, as agreed by the Governing Body. These members will serve in an advisory capacity and may include staff nominated by the headteacher following consultation with the committee.

4.4. Other members of the Governing Body may attend meetings of the Performance & Standards Committee and may contribute to discussions on matters under consideration.

4.5. Only full members of the committee, as approved by the Governing Body, shall have the right to vote on any resolution placed before the committee.

5. QUORUM

5.1. The quorum shall be three governors, one of which shall be a non staff governor.

5.2. The quorum must remain in place for each vote taken at the meeting, not just if the required number of governors were present at the start of the meeting.

6. MEETINGS

6.1. The committee shall meet termly or more frequently as may from time to time be required.

6.2. Each term the committee shall review the dates of future meetings to ensure that a schedule exists for at least twelve months ahead.

7. CHAIRMANSHIP

7.1 . The chair of the committee shall be elected annually by the committee, after governors have elected members of the committee at the start of the academic year, and should be a governor other than the headteacher.

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7.2. The chair or vice-chair of a Governing Body/committee with delegated powers must resign from office, but remain on the Governing Body/committee, if they subsequently take up employment at the school.

The Governing Body approved these standing orders and terms of reference of the Performance & Standards Committee on

Signature of Chair of Governors _____

Revised and approved October 2015