

## Terms of Reference The Full Governing Body

### QUORUM

The Governing Body will meet at least termly.

A quorum of the governing body is **one half of the membership** (rounded up to a whole number) is determined in relation to the number of governors in post. For example, if the full membership is 15 then the quorum for a governing body meeting is 8 governors regardless of any vacancies.

### FUNCTIONS

#### Governors

1. The co-option of governors.
2. The election of the chair and vice chair of governors

### COMMITTEES & SUB COMMITTEES

1. The establishment (and abolition) of any Committees.
2. The establishment of terms of reference for any committees including the delegation of any powers of decision.
3. The receipt of reports from the Chair Persons of Committees. Monitoring the work of the Committees and ensuring that they follow the intentions of the full governing body.
4. To ensure that Religious Education and a daily act of Christian collective worship are provided
5. To ensure that the school adopts a balanced treatment of political and religious issues and avoids political or religious indoctrination.
6. To decide policy on charging and remissions
7. To decide any changes in the times of school sessions and the dates of school terms and holidays
8. To approve the Annual Budget
9. To agree any general principles for pupil discipline
10. To take action as required or permitted by law on matters relating to admissions.
11. To adopt and review a home school agreement



12. To appoint Head and Deputy Headteachers in conjunction with the Trust
13. To review progress made with the annual School Improvement Plan
14. To agree the policy for the appointment of teaching staff
15. To form a staff Dismissal Committee and a Dismissal Appeal Committee as required
16. To form a pupil Discipline Committee
17. To decide on such matters as may be delegated to Committees and Selection Panels.
18. To prepare an action plan on receipt of an inspection report from OFSTED
19. To consider all such matters which fall outside of the remit of any of its committees or sub committees.
20. To give consideration to such matters as may become the responsibility of governors in the future.
21. To ensure that the school adopts a rigorous Safeguarding Policy.