

## **Governing Body Terms of Reference (2024-2025)**

Reference:

- A. Maintained Schools Governance Guide (7 March 2024)

### **Overview**

1. The Governing Body for Royal Cross School is responsible for setting the strategic direction, holding the Headteacher to account and ensuring that the financial performance of the School is managed appropriately. The Governing Body will meet at least once a term and otherwise as required. Notes shall be prepared and presented to the following meeting of the Governing Body.
2. All Governors will be members of the Governing Body; the Chair and Vice Chair being elected by the Full Governing Body. Membership of the Committee will be reviewed annually by the Governing Body and published with the Minutes of this Body.
3. The quorum shall be a minimum of 8 Governors; this is 50% of those on the Governing Body.

### **Responsibilities**

4. The main responsibilities of the Governing Body are as follows:
  - Setting the vision, ethos and strategic direction of the School.
  - Holding the Headteacher to account for the School's educational performance of the organisation and its Pupils and the performance management of Staff.
  - Overseeing the financial performance of the School and ensuring that financial resources are well spent.
  - In addition, the Governing Body will ensure the voices of the stakeholders are heard.
5. The Governing Body will always make decisions on the following:
  - Headteacher and Deputy Headteacher Appointments.
  - Those decisions related to changing the Governance arrangements for the School i.e. change the School's name, joining a Federations etc.
  - To suspend a Governor.
  - To appoint and dismiss the Clerk to the Governors.
  - Items deemed to be of a strategic nature including the School Budget.
6. The Governing Body will approve the following policies and documents in accordance with Reference A – Section on Statutory Policies for Maintained Schools:
  - Admission Arrangements.

*Valid For Academic Year 2024-2025*

- Behaviour and Written Statement of Principles.
- Careers Guidance.
- Charging and Remissions.
- Data Protection Privacy Notices.
- Equality Objectives.
- Governors Allowances.
- Health and Safety.
- Premises Management.
- Relationship and Sex Education and Health Education.
- Safeguarding and Child Protection.
- School Attendance.
- School Complaints.
- School Exclusions.
- School Uniforms.
- Special Educational Needs and Disability.
- Staff Behaviour and Grievance.
- Support for Pupils with Medical Conditions.
- Teachers Pay.
- Teachers Performance and Capability.

7. The Governing Body will delegate other matters as identified in the appropriate Committee/Working Group Terms of Reference.

8. It should be noted that the Headteacher is responsible for operational matters and as such the Governing Body should not become involved with such issues unless there is a mandate to do so.

### **Update and Approval**

9. These Terms of Reference will be reviewed annually and be approved at the Full Governing Body Meeting held in the Autumn Term of the Academic Year.