

Nominated Governor – School Events Terms of Reference (2024-2025)

1. The School Events Nominated Governor is appointed by the Full Governing Body.
2. The School Events Nominated Governor is responsible for ensuring that the School Events benefit the Pupils and when required are aligned with the Curriculum. This is so the Governing Body can meet its responsibilities.
3. The key contact for the School Events Nominated Governor will be the Headteacher. There may also be a need to contact the Parents, Teachers and Friends Association (PTFA).
4. The key responsibilities of the School Events Nominated Governor are as follows:
 - To ensure that School Events are arranged for the benefit of the Pupils.
 - Where required ensure that School Events are aligned with the Curriculum.
 - In conjunction with the Headteacher to identify opportunities to maximise the involvement of other stakeholders including Parents and the Community.
 - Ensure that fundraising activities are being held in accordance with the appropriate guidance and financial propriety.
 - To provide feedback to the Governing Body on a Termly basis, normally at the Full Governing Body Meeting, on School Events.
 - To attend Governor Training Sessions to improve their effectiveness as the School Events Nominated Governor.
 - To represent the Governing Body on matters related to School Events.
5. It should be noted that it is the role of the School Events Nominated Governor is to ensure that School Events support the strategic direction set by the Governing Body. The Headteacher is responsible for operational matters and as such the School Events Nominated Governor should not become involved with issues that are the responsibility of the Headteacher.
6. 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.