



Sledmere and Wetwang Federation

Governors - Structure 2025-25

We have three governor committees each with a Chair. These committees will meet twice a term and minutes will be produced. These minutes will be distributed to the FGB who will then raise any questions at the Summer FGB Meeting.

Name	Statement of purpose	Terms of reference	Who
Personal Development, Behaviour, Safeguarding, Attendance and Health and Safety Committee Quorum 3	The committee will provide a strategic and monitoring role in order to support the schools in their Spiritual, Moral, Social and Cultural (SMSC) curriculum including preparing children for life in modern Britain. It will deal with Personal, Social and Health Education (PSHE), ensuring children are taught effectively about issues that would keep themselves and others safe and respond well to the schools' systems for behaviour and attendance. The committee will monitor processes used for effective safeguarding and engage in appropriate training to be able to offer effective support. It will include teaching and learning, community, leadership, safeguarding, attendance and behaviour. <i>Could also be responsible for convening an appeals committee for pupil related issues such as exclusions – can be included in terms of reference e.g. To appoint three members to act as the Pupil Discipline Committee.</i>	i) To ensure, as far as is practical, that Health and Safety issues are appropriately prioritised; ii) To oversee arrangements, including Health and Safety, for the use of school premises by outside users, subject to governing Board policy; iii) To establish and keep under review a Building Development Plan; iv) To establish and keep under review an Accessibility plan. v) To oversee arrangements for repairs and maintenance; vi) To make recommendations to the Finance Committee, on premises related expenditure; vii) In consultation with the Headteacher and the Finance Committee, to oversee premises related funding bids; viii) To advise the Governing Board on priorities, including Health and Safety, for the maintenance and development of the school's premises; ix) To approve and adopt School Policies and Local	Andrew McCormack Martin Adams Nicola Booth Tracey Shier + SBM as minute taker

		Authority policies relating to Personal Development, Behaviour, Attendance, Safeguarding and Health and Safety.	
Curriculum and Outcomes Committee Quorum 3	The committee will provide strategic and monitoring direction; to be an integral part of the schools' drive for continuous improvement through development of the curriculum, providing the best possible education and highest standards within the framework of the school's Development/Improvement Plan. The committee will have responsibility for standards, the curriculum, quality of teaching, RE, SEND, CW, data review and assessment.	i) To consider and advise the governing Board on standards and other matters relating to the school's curriculum, including statutory requirements and the school's Curriculum Policy; ii) To consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant committees or the Governing Board; iii) To make arrangements for the Governing Board to be represented at School Improvement discussions with the LA and for reports to be received by the Governing Board; iv) To oversee arrangements for individual governors to take a leading role in specific areas of provision, e.g. RE, SEN, Literacy and Numeracy. v) To receive regular reports from them and advise the Governing Board; vi) To oversee arrangements for educational visits, including the appointment of a named co-ordinator; vii) To approve and adopt School Policies and Local Authority policies relating to committee will have responsibility for Outcomes, the Curriculum, Inclusion, Quality of teaching, RE, CW, SEND, and Assessment.	Martin Adams Revd. Jacki Tonkin Tracey Shier Charley Metcalfe Jordan Cartmell + SBM as minute taker
Finance and Strategic Overview Committee School budget and financial management policies and procedures. This committee is formed of the Chair of the FGB and the Vice-chair, along with the chairs of the other 2 committees. (This ensures proper representation and strategic direction.) Quorum 3	The committee will be responsible for all matters relating to finance and other matters referred to it by the full governing Board in order to assist the schools to achieve the objectives specified in the School Development/Improvement Plan. It will recognise that the approval of the annual budget is the responsibility of the governing Board/finance committee. The committee will deal with all matters relating to staffing and staffing structures; with all matters relating to premises and other matters that have financial implications. The committee will receive reports from the Chairs of each sub committee to oversee governing Board responsibilities and ensure that they are fulfilled by the governors. <i>Could also include responsibility for convening an Appeals Committee, Complaints Committee, Staff grievance, pay and performance etc – these can all be included in the terms of reference e.g. To act as the Performance and review committee.</i>	i) In consultation with the Head teacher, to draft the first formal budget plan of the financial year; ii) To agree the annual budget and recommend to the Full Governing Board; iii) To establish and maintain an up to date 3-year financial plan; iv) To consider a budget position statement including virement decisions at least termly and to report significant anomalies from the anticipated position to the Governing Board; v) To delegate the power to spend up to £4000 to the Head, and over £4000 to the Finance Committee; vi) To delegate the power to vire funds up to £4,000 to the Head teacher; vii) To delegate the power to vire funds over £4,000 to the finance committee; viii) To ensure that the school operates within the Financial Regulations of the East Riding of Yorkshire Council; ix) To ensure systems are in place to enable Best Value to be demonstrated, and to prepare the Annual Best Value statement;	Andrew McCormack Martin Adams Tracey Shier + SBM as minute taker

		x) To consider the self-assessment under the Schools Financial Value Standard (SFVS) annually and recommend for approval to the full governing Board; xi) To monitor expenditure of all voluntary funds kept on behalf of the Governing Board; xii) To approve the auditors of the school fund account; xiii) To approve the audited annual statement of the school fund account; xiv) To annually review the charges and remissions policies and expenses policies; xv) To make decisions in respect of service level agreements and annual contracts; xvi) To make decisions on expenditure following recommendations from other committees; xvii) To prepare financial statements for inclusion in the governing Board report to parents; - xviii) To draft and keep under review the staffing structure in consultation with the Head teacher; xix) To establish a pay policy for all categories of staff and to be responsible for its administration and review; xx) To oversee the appointment procedure for all staff; xxi) To establish and review a Performance Management policy for all staff; xxii) To oversee the process leading to staff reductions; - xxiii) To keep under review staff work/life balance, working conditions and well-being, including the monitoring of absence; xxiv) To make recommendations on personnel related expenditure; xxv) To consider any appeal against a decision on pay grading or pay awards; xxvi) To approve and adopt School Policies and Local Authority policies relevant to staffing and finance.	
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Name	Who
Pay Review Committee	AM
Headteacher Performance Management Committee	AM (Any 2 of 3 governors)
Appeals	3 independent members of the governing Board