

The Governing Body of

Aldercar High School

The Governing Body needs to take a strategic role, act as a critical friend to the School and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities

Terms of reference

1. **To agree constitutional matters***, including procedures where the Governing Body has discretion
2. To recruit new members as vacancies arise and **to appoint new governors*** where appropriate
3. **To hold at least three Governing Body meetings a year***
4. **To appoint or remove the Chair and Vice Chair***
5. **To appoint or remove a Clerk to the Governing Body*** The governing body may, if the clerk fails to attend a meeting of the school, appoint any one of their number (who is not the headteacher) to act as clerk for the purposes of that meeting.
6. **To establish the committees of the Governing Body and their terms of reference***
7. To appoint the Chair of any committee (*if not delegated to the committee itself*)
8. **To appoint or remove a Clerk to each committee*** The committee may, if the clerk fails to attend a meeting of theirs, appoint any one of their number (who is not the headteacher) to act as a clerk for the purposes of that meeting.
9. **To suspend a governor***
10. **To decide which functions of the Governing Body will be delegated to committees, groups and individuals***
11. **To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Body is necessary***
12. To approve the first formal budget plan of the financial year
13. To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
14. **To review the delegation arrangements annually***
15. Any items which individual governing bodies may wish to include

****these matters cannot be delegated to either a committee or an individual***

Membership – As per the Instrument of Government

Disqualification – as per Regulation 20 and Schedule 6 of the Constitution Regulations

These terms of reference agreed by the Governing Body on

Date 3rd October 2023

Name of Governor	Category	End of term of Office
Claire Keyte	Parent appointed by GB/Board due to no election candidates	31/08/2026
Clare Hatto	Ex-officio by virtue of office as Headteacher/principal	Not recorded
Dawn Abernethy	Appointed by GB/Board	31/08/2026
Fay Cracknell	Appointed by GB/Board	31/08/2026
Gemma Roberts	Appointed by GB/Board	31/08/2026
Jamie Smith	Appointed by GB/Board	31/08/2026

Chair of the Governing Body	Claire Keyte
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Vice-Chair of the Governing Body	Dawn Abernethy
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Clerk to the Governing Body	Rob Harwood
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Quorum:	One half of the number of Governors in post
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