

# Wroxall Primary School

Castle Road, Wroxall

IW PO38 3DP

Tel. 01983 852290

office@wroxallprimary.co.uk



## Full Governing Board Terms of Reference

- To agree constitutional matters\*, including procedures where the Governing Board has discretion
- To draw up the instrument of government and any amendments thereafter\*
- To recruit new members as vacancies arise and to appoint new governors\* where appropriate
- To hold at least three Governing Board meetings a year\*
- To appoint or remove the Chair and Vice Chair\*
- To appoint or remove a Clerk to the Governing Board\*
- To establish the committees of the Governing Board and their terms of reference as necessary\*
- To appoint the Chair of any committee as necessary
- To appoint or remove a Clerk to each committee as necessary\*
- To suspend a governor\*
- To decide which functions of the Governing Board will be delegated to committees, groups and individuals\*
- To review the delegation arrangements annually\*
- 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 Board is necessary\*
- To approve the first formal budget plan of the financial year
- To institute and keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- To set up a Register of Governors' Business Interests
- To review and formally approve the policy for Pecuniary Interests
- To review and monitor the Summary School Self Evaluation Form annually
- To formally approve and adopt the School Improvement Plan / Rapid Improvement Plan
- To formally agree governor portfolios in line with the School Improvement Plan
- To oversee the arrangements for the induction of new governors to include an induction pack and procedures.
- To consider training requirements on a regular basis to include whole Governing board and individual governor training
- To ensure all documents required under statutory regulation are published on the school's website
- 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

These terms of reference agreed by the Governing Board on 15<sup>th</sup> September 2021