

**St Hugh's School**

**Behaviour and Safety Committee**

**Quorum** 3

Miss E Brittain                      Sara Reid  
Mr N A Jones                      Karen Windross  
Ms E A Kearsley                      Claire Rogers  
Mr R Parish  
Mrs E Smithen

head teacher  
Business manager (non-voting)  
Andy Holt (co-opted as non governor)  
(PE subject leader)  
Katrina Pawlyszyn (behaviour only)

All Governors welcome to attend

Chair: Head Teacher  
clerk: Joanne Fairless  
1st half health and safety focus  
2nd half behaviour focus  
Health and Safety Terms of Reference

- to consider all issues relating to the fabric of the buildings and grounds including regular site inspections
- to ensure compliance with health and safety regulations including regular review of health and safety manuals 1 - 3
- to make recommendations to the Head Teacher, School Resource Committee or full Governing Body as appropriate
- to complete half-termly learning walks

**Behaviour**

- to ensure that there are effective and enforceable policies on child protection, bullying and racial issues and that all pupils have confidence that these issues will be dealt with in an appropriate manner
  - to ensure that as far as possible, school is a place of positive experience and enjoyment for students
  - to ensure arrangements for educational visits follow the guidance available from the local authority
  - to complete half termly learning walks
- In accordance with the remote meeting policy, meetings with all or part of the attendees may take place by virtual means.

**St Hugh's School**

**Curriculum Policy & Standards Committee**

**Quorum** 3

Dr H J Beverley	Joe Sellars
Ms E A Kearsley	Sara Reid
Mr R Parish	Karen Windross

All Governors welcome to attend

All governors welcome to attend

Chair : Head Teacher  
Clerk: Joanne Fairless

Terms of reference

- That the Curriculum, Policy and Standards Committee is principally tasked with ensuring the delivery of the school's vision and objectives through the development and implementation of the School Improvement Plan, Policies, and Self Evaluation Processes
  - To make recommendations to the School Resources Committee as to the appropriate level of resources and targeting required to deliver the school Improvement Plan
  - To review school self evaluation processes and judgements including summary SEF
  - To monitor and review the equality disability access scheme/policy
  - To consider/ensure the SDP includes set targets in line with Government legislation
  - To discuss policies relating to the curriculum and school practice and bring the findings back to the full governing body
  - To complete half-termly learning walks associated with aspects related to the committee
  - That the chair be empowered to nominate a substitute governor or governors to serve on any named committee in order to ensure a quorum, subject to this not prejudicing a further hearing
- In accordance with the remote meeting policy, meetings with all or part of the attendees may take place by virtual means.

**St Hugh's School**

**Improving Performance Committee**

**Quorum** 3

Dr H J Beverley                      Karen Windross  
Mrs G M Carotti-Fisher          Sara Reid  
Ms E A Kearsley  
Mr R Parish

head teacher

all governors welcome to attend

Joanne Fairless (minute taker)

RESOLVED (ab) to advise the governing body on standards and achievement, including statutory requirements across curriculum subjects.

RESOLVED (ac) to ensure pupils receive a broad and balanced curriculum. A curriculum fit for purpose.

RESOLVED (ad) to contribute to the development of the school improvement plan and Self-Evaluation Form (SEF).

RESOLVED (ae) to monitor and review academic and pastoral arrangements to ensure the school delivers a broad and balanced curriculum in keeping with the ethos of the school and the requirements of the National Curriculum.

RESOLVED (af) to ensure that end of key stage is reported and informed as part of monitoring achievement/student progress.

RESOLVED (ag) to ensure that regard is paid to students' spiritual, moral, social, emotional and cultural development.

RESOLVED (ah) to ensure that students develop their understanding of their rights and responsibilities and have appropriate opportunities to make a positive contribution to the local community.

RESOLVED (ai) to consider curriculum issues, which have implications for finance and personnel decisions and to make recommendations to the relevant committees or the governing body.

RESOLVED (aj) to monitor and review curriculum related policies.

RESOLVED (ak) to consider any curricular and careers matters referred by staff, students, parents or the governing body.

RESOLVED (al) to ensure pupil premium is allocated appropriately and interventions identified specific to student need.

RESOLVED (am) to scrutinise subject middle leadership and ensure middle leadership accountability.

- In accordance with the remote meeting policy, meetings with all or part of the attendees may take place by virtual means.

**St Hugh's School**

**Performance Related Pay Committee**

**Quorum**

Dr H J Beverley  
Ms E A Kearsley  
Mrs E Smithen

Mr R Parish

**Delegated powers**

pay-grading issues with the Head Teacher, in liaison with the LA, being empowered to deal with the annual incremental pay awards for all teaching staff

To ensure full compliance to the appraisal system ensuring it is fair and equitable whilst monitoring the performance of teachers

To scrutinise with rigour evidence supporting pay progression and if agreed action recommendations.

To constructively challenge the Head teachers self-evaluation regarding teacher performance and validate decisions made.

To celebrate staff achievement when above and beyond an individual's role.

- In accordance with the remote meeting policy, meetings with all or part of the attendees may take place by virtual means.

**St Hugh's School**

**School Resource Committee**

**Quorum** 3

Mrs G M Carotti-Fisher	Hilary Beverley
Mr R Parish	Mel Marr
Mrs E Smithen	Paul Townsley

head teacher  
business manager (non voting)  
HR chair – Elizabeth Kearsley

Chair : Mel Marr  
Clerk : Z. Lifsey and J. Fairless

**Finance**

- The School Resource Committee be empowered to approve the budget.
- The Head Teacher be empowered to amend the budget during the course of the year (virements) up to a limit of £10,000
- the School Resource Committee be empowered to amend the budget during the year (virements) above £10,000
- The School Resource Committee be empowered to monitor spending during the year against the budget and decide upon corrective action where necessary to avoid overspending and enable any underspend to be allocated to another project.
- The Head Teacher be given the power to incur expenditure on items to a limit of £20,000, for a single transaction, the Schools Resource Committee above this.
- The Deputy Head Teacher or acting Head Teacher be given the power to incur expenditure on items to a limit of £10,000, for a single transaction, the Schools Resource Committee above this.
- The full Governing Body to have responsibility for compliance with financial regulations and that the school meets the requirements of SFVS
- The School Resource Committee be empowered to receive the audited statement of account of the school fund within the term following its year end.
- The School Resource Committee be empowered to approve, monitor and review the operation of the procedures required by SFVS and to decide upon any corrective action that may be necessary to ensure compliance with the same; reference to be made to the governing body where deemed necessary.
- The Head Teacher be authorised to dispose of surplus equipment in line with recommendations in Financial Regulations and reporting back to the School Resource Committee -The Head Teacher be authorised to set and /or revise community use charges.
- The School Resource Committee be authorised to approve SLAs
- The School Resource Committee be authorised to approve the governors allowances policy
- The school resource Committee review the financial skills of the governing body and the whistleblower's policy and annually undertake benchmarking of income and expenditure.

**Personnel/Staff Dismissal**

- appraisal based salary recommendations for teaching staff
- pay-grading issues with the Head Teacher, in liaison with the LEA, being empowered to deal with the annual incremental pay awards for all non-teaching staff
- redeployment /redundancy issues
- disciplinary /capability issues
- to act as an initial hearing
- to monitor professional development
- to make recommendations on staffing establishment
- to consider the use of fixed term contracts
- In accordance with the remote meeting policy, meetings with all or part of the attendees may take place by virtual means.

**GOVERNOR SERVICES**  
**COMMITTEE STRUCTURE**

**St Hugh's School**

- to complete half-termly learning walks with aspects related to the committee as identified

