

**Governing Body of Fens Primary School
Committee membership and Terms of Reference
October 2023**

Appointment of Head and Deputy Headteacher

A Governors Selection Panel to be established by the Governing Body. The Selection Panel 's recommendations to be considered by the full Governing Body

Pay Review Committee

Mr K Kitching
Mr B Marshall
Mrs L Ovens
Quorum – 3

Pay Appeals Committee

Mr C Groves
Mr B Marshall
Mrs L Ovens
Quorum – 3

Head teacher's Performance Review Committee (including objectives)

Mr K Kitching
Mrs K Peterson
Mr B Marshall

Pupil Exclusion Committee

Mr Mrs K Peterson
Mr K Kitching
Mr C Groves

Staffing Committees

Quorum - 3

No Governor to sit on more than 1 Committee.

No Staff Governors to be members of any Staffing Committee.

Initial/Nominating Committee

Hearing Committee

Appeals Committee

Membership be agreed when required

Link Governors

Subject	Leader	Link Governor
Safeguarding and Safer Recruitment	Mr C Keen	Mrs Ovens
Health & Safety	Mr Bryson	Mr K Kitching
Educational Visits	Mrs Keen	Mr K Kitching
Inclusion & Mental Health	Mrs C Atkinson - SENDCO	Mrs Ovens
PSHEE and Relationships Education	Mrs Todd	Mr C Groves
Pupil Premium	Mrs Sibly	Mrs K Peterson
Early Years	Mrs J Connor	Mr Kitching
English	Mrs K Keen	Mr K Kitching
Mathematics	Mrs C Martin	Mrs Ovens
Computing	Ms J Low	Mr B Marshall
Science	Miss K Pearson	Mr B Marshall
Humanities & Languages (RE, History, Geography, Languages)	Mr Birtwistle (RE) Mrs H Robinson (History)	Mrs K Peterson Mr K Kitching
	Mr B Collinson (Geography) Mrs A Carey (Languages)	Mrs K Peterson Mrs L Ovens
The Arts & DT	Mrs F McCarroll (Art) Miss R Taylor (DT)	Mr C Groves Mr C Groves
	Mrs S Sibly (Music)	Mr B Marshall
PE & Extended Schools	Mr R Johnson	Mr B Marshall
Assessment	Mr C Keen	Mrs K Peterson

TERMS OF REFERENCE

PUPIL EXCLUSION COMMITTEE

Review and monitor exclusions.

To consider decision of the Headteacher to exclude a pupil for more than five days in one term or to permanently exclude a pupil.

PAY REVIEW COMMITTEE

To implement the Governing Body's pay policy for all staff and production of salary statements for teachers and leadership group posts as required.

To review the pay of leadership group posts and other posts within the school in accordance with statutory criteria for the time being in force.

To review and recommend the Performance Management Policy and carry out any necessary consultation with staff.

To review and recommend annual pay increments (where applicable) in accordance with the pay policy

To receive reports on performance management.

PAY APPEALS COMMITTEE

To consider any appeals against pay and gradings from members of staff and determine whether the appeal can be upheld.

HEADTEACHER'S PERFORMANCE REVIEW COMMITTEE (INCLUDING OBJECTIVES)

To meet with the School Improvement Partner and set Headteacher's performance objectives.

Monitor Headteacher's performance objectives.

Review the salary of the Headteacher.

APPOINTMENT AND DISMISSAL OF STAFF

The Headteacher be delegated the responsibility for staff appointments below the level of Deputy/Assistant Headteachers, leadership group posts and support staff with senior management responsibilities, together with all initial staff dismissal decisions subject to conditions set out in the staffing regulations guidance.

STAFFING COMMITTEES (Dismissal, Disciplinary, Grievances)

Initial/Nominating Committee

Consider the overall staffing needs in the light of the school's budget, desired staffing structure, management structure, curriculum requirements.