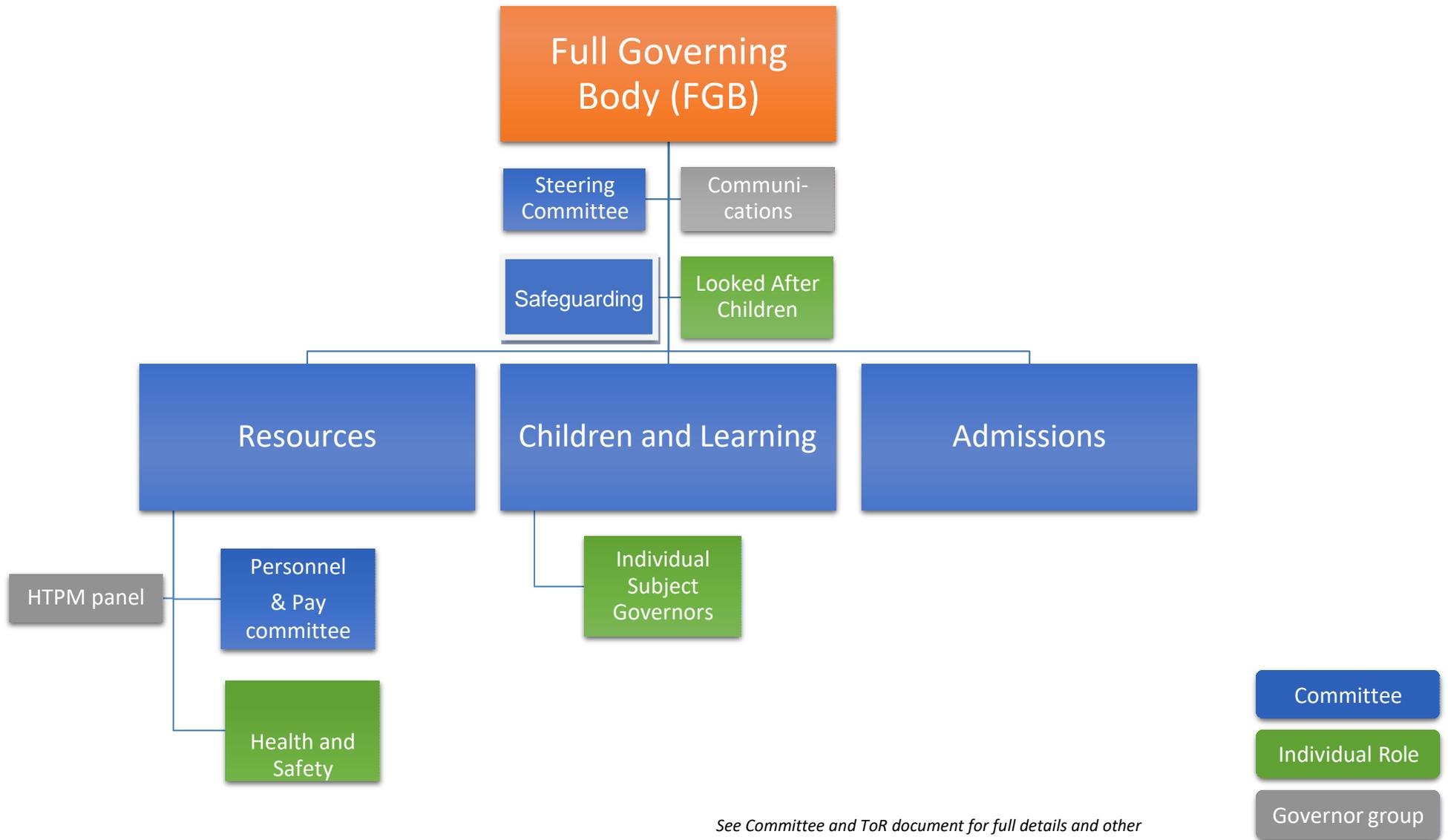


**St Peter's Catholic Primary School
Leatherhead, Surrey**

**Governing Body
Committee Structure
and
Terms of Reference**

2021-22

Overview of St Peter's Catholic Primary School – Current Governing Body Committee Structure*



The Role of the Chair of the Governing Body

- ❖ To ensure the business of the Governing Body is conducted properly, in accordance with legal and Surrey County Council delegation requirements.
- ❖ To ensure meetings are run effectively, focusing on priorities and making the best use of time available, and to ensure that all members have an equal opportunity to participate in discussion and decision-making.
- ❖ To establish and foster an effective relationship with the Headteacher based on trust and mutual respect for each other's roles. The Chair has an important role in ensuring that the Governing Body acts as a sounding board to the Headteacher and provides strategic direction.

Diocese guidance indicates the role should be taken by a foundation governor.

Disqualification: The Headteacher, Staff Governors, Pupils, Staff Members.

The Role of the Clerk to the Governing Body

- ❖ To work effectively with the Chair of Governors, the other Governors and the Headteacher to support the Governing Body.
- ❖ To advise the Governing Body on Constitutional and Procedural Matters, duties and powers.
- ❖ To convene meetings of the Governing Body.
- ❖ To attend meetings of the Governing Body and take minutes.
- ❖ To maintain a register of members of the Governing Body and report vacancies to the Governing Body.
- ❖ To give and receive notices in accordance with relevant regulations.
- ❖ To perform such other functions as may be determined by the Governing Body from time to time (e.g. assist in induction of new governors, track progress of annual task list, update Committee ToR annually, track review of policy schedule etc).
- ❖ To attend regular Clerk training activities.

Disqualification: Governors, Associate Members, the Headteacher

The Role of the Chair of a Committee

- ❖ To ensure the business of the Committee is conducted properly, in accordance with legal requirements.
- ❖ To ensure meetings are run effectively, focusing on priorities and making the best use of time available, and to ensure that all members have an equal opportunity to participate in discussion and decision-making.
- ❖ To ensure that they attend relevant training, are aware of new information and literature pertaining to the activities of the committee.

The Role of the Clerk to Committees

- ❖ To advise the Committee on procedural and legal matters.
- ❖ To convene meetings of the Committee.
- ❖ To attend meetings of the Committee and ensure minutes are taken.
- ❖ To perform such other functions with respect to the Committee as may be determined by the Governing Body from time to time.

Disqualification: The Headteacher

The Governing Body

The Governing Body's core functions are:

- *Ensuring clarity of vision, ethos and strategic direction*
- *To hold the Headteacher to account for the School's educational performance and its pupils, and the performance management of staff*
- *Overseeing the financial performance of the school and making sure its money is well spent*

Terms of reference:

- To agree constitutional matters*, including procedures where the Governing Body has discretion
- To draw up instrument of government and any amendments thereafter
- To ensure that new members are recruited as vacancies arise and to appoint new governors* where appropriate
- To hold at least three Governing Body meetings a year*
- To appoint or remove the Chair and Vice Chair*
- To appoint or remove a Clerk to the Governing Body*
- To set the ethos and strategic vision for the school and monitor its implementation via the FGB and the delegation of tasks to committees
- To establish the committees of the Governing Body and their terms of reference*
- To appoint the Chair of any committee
- To appoint or remove a Clerk to each committee*
- To suspend a governor*
- To set up a Register of Governors' Business Interests
- To decide which functions of the Governing Body will be delegated to committees, groups and individuals*
- 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*
- To review the delegation arrangements annually*
- To consider and decide upon any proposal to alter or discontinue voluntary foundation*
- To lead the process of making appointments to the leadership group and sets up the selection panel for appointing a headteacher or deputy headteacher
- To decide whether to endorse the recommendation of a selection panel*
- To delegate the decision to suspend Headteacher to Chair of Governors*
- To end the suspension of a Headteacher*
- To dismiss the Headteacher*
- To discharge duties in respect of pupils with special needs by appointing a "responsible person"*
- To oversee/approve arrangements for educational visits
To regulate the GB procedures (where not set out in law)*
- To ensure that all statutory policies are in place and regularly reviewed; any such review will include an Equality Impact Assessment to ensure adherence to the Equality Act 2010
- To ensure that statutory School policies are in place
- To ensure that there is a nominated governor(s) for safeguarding who reported regularly to FGB or relevant committees
- With regard to extended schools provision, to decide to offer additional activities and to what form these should take*
- To cease providing extended school provision*
- To consider requests from other schools to join the federation* and to decide if to leave a federation*

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

Membership: As per the Instrument of Government

Disqualification: As per DfE Governor Handbook regulations and Constitution Regulations

Name of Governor	Start date	End of term of Office
Ann-Marie Bevan (Foundation: Fetcham)	11/12/18	10/12/22
Annie Cunningham (Foundation: Ashtead)	03/03/20	02/03/24
Ruth Hall (Staff)	11/09/18	10/09/22
Tim Hinton (Foundation: Ashtead)	10/09/19	09/09/23
Richard McKenzie (Headteacher)	01/09/02	-
Laura Jackson (Foundation Ashtead)	07/11/19	06/11/23
Tara Trousdale (Parent)	31/01/18	31/01/22
Rita Antonelli (Foundation Epsom)	07/11/19	06/11/23
Charlie Maloney (Parent)	24/01/18	31/01/22
Ian Page (LA)	08/06/18	07/06/22
Catherine Woolford (Co-Opted)	09/07/19	08/07/23
Tom Devaney (Foundation: Ashtead)	10/05/21	09/05/25
Cary Llewellyn-Davies (Foundation: Ashtead)	10/05/21	09/05/25
Matthew Hanlon (Foundation: Ashtead)	20/09/21	19/09/25

Ian Langmead (Associate Governor)	13/09/21	12/09/22
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Co-Chairs of the Governing Body (Ian Page & Tim Hinton)	13/09/21	Autumn 2022
Vice-Chair of the Governing Body (Ann Marie Bevan)	13/09/20	Autumn 2022

In attendance

Clerk to the Governing Body (Malcolm Bradley)	13/09/21
Honorary Treasurer (Tara Trousdale)	13/09/21
Quorum	One half of the number of Governors in post
Date of review	Autumn 2022

Steering or Chairs' Committee

The suggested membership of this group is the Chairman of Governors, the Vice-Chairman, the Headteacher and the Chairman of each of the main Committees. These key governors would have a more strategic and co-ordinating role and can add greatly to the effectiveness of the work of the Governing Body as a whole. The terms of reference give an indication of this broader perspective.

Terms of reference:

- To meet each Autumn term and agree the programme of work for the Governing Body and its committees for that term and beyond (based on known cycles of school improvement, financial management, staffing issues and communicating with parents).
- To consider information provided at the LA's termly briefings for Chairs and Headteachers and incorporate into the Governing body, committee and subgroup programmes of work as necessary.
- To have an overview of the progress of work being undertaken by committees and individuals.
- To oversee arrangements for Governor involvement in formulating and monitoring the School Development Plan and Self Evaluation.
- To make recommendations to the Governing Body to establish exceptional working arrangements where particular circumstances arise e.g. a joint committee to oversee a building project, manage staff change or a special committee to oversee an Ofsted inspection.
- To make arrangements for the Governing Body to be represented at School Improvement discussions with the LA/external consultants and for reports to be received by the Governing Body.
- To undertake tasks delegated to them by the Governing Body (draft and review of strategic plan, review of website, timetabling of parent/staff and pupil surveys etc.)

Role of Governor	Date Appt to Committee
Co Chairs of Governors	13/09/2021
Vice Chair of Governors	13/09/2021
Chair of Children and Learning Committee	13/09/2021
Chair of Personnel Committee	13/09/2021
Chair of Resources Committee	13/09/2021
Chair of Admissions Committee	13/09/2021
Communications to stakeholders lead (by invitation)	13/09/2021
Mr McKenzie	13/09/2021

Chair of the Committee	Ian Page & Tim Hinton
Clerk to the Committee	Malcolm Bradley

Quorum (minimum of 3, committee can determine higher number)	3 governors
Date Committee established	13/09/2021
Date of review	Autumn 2022

Appeals Committee

Terms of reference:

- To consider any appeal against a decision to dismiss a member of staff made by the Personnel Committee/Staff Issues Panel*
- To consider any appeal against a decision short of dismissal under the Governing Body's personnel procedures e.g. disciplinary, grievance, capability*
- To consider any appeal against selection for redundancy*
- To give due consideration to equality and diversity as required by the Equality Act 2010

*cannot be delegated to an individual

Membership: No fewer members than the Staff Issues Panel

Disqualification: Headteacher
Any members of the Staff Issues Panel

(It is suggested that only experienced governors be appointed to this committee and that the Chairman of Governors, due to probable prior knowledge, should not be a member)

Name of Governor	Date Appointed to the Committee
Tim Hinton – convener	13/09/2021

Chair of the Committee	TBA when committee convened
Clerk to the Committee *	TBA when committee convened

*May be provided by LA when Area Insurance purchased

Quorum (minimum of 3, committee can determine higher number)	3
Date Committee established	13/09/2021
Date of review	Autumn 2022

Admissions Committee (Voluntary Aided Schools)

Terms of reference:

- To determine within statutory provisions and the governing body policy whether any child should be admitted to the school*
- To review admissions arrangements annually and to make recommendations for changes to the governing body
- Ensure all changes to the admission policy undergoes the statutory consultation process and adheres to the Equality Act 2010
- To ensure the School website contains relevant admissions policies and and supplementary information forms (e.g. current, next year and any policy under consultation); clear information about deadlines and details of appeals process
- To ensure that at least one member of the committee has attended relevant Diocesan admissions training

*cannot be delegated to an individual

Membership: It is considered good practice to appoint the headteacher onto any admissions committee, but headteachers cannot act in place of the governing body in determining the school's admissions policy, or in deciding on the admission of any individual child.

Name of Governor	Date Appointed to the Committee
Ann-Marie Bevan (Vice Chair)	13/09/2021
Richard McKenzie	13/09/2021
Catherine Woolford	13/09/2021
Ian Page	13/09/2021
Tim Hinton (Vice Chair)	13/09/2021

Invited Attendee: Alison Cardy

Chair of the Committee	Tim Hinton	
Clerk to the Committee		
Quorum (minimum of 3, committee can determine higher number)	3	
Date Committee established	13/09/21	
Date of review	Autumn 2022	

Pupil Discipline Committee

Terms of reference:

- To consider representations from parents in the case of exclusions of 5 days or less (*Committee may not re-instate*).
- To consider representations from parents in the case of exclusions totalling more than 5 but not more than 15 school days in one term (*meeting to be held between 6 and 50 school days after receiving notice of the exclusion*).
- To consider the appropriateness of any permanent exclusion or any exclusion where one or more fixed period exclusions total more than 15 school days in one term or where a pupil is denied the chance to take a public examination (*meeting to be held between 6 and 15 school days after receiving notice of the exclusion*).
- To ensure that the guidance contained in the 'Improving Attendance and Behaviour' document is practised in the school, with specific reference to the role assigned to the Governing Body.
- To review the School Behaviour and Discipline Policy, and make recommendations on changes to the Governing Body or relevant committee.
- To give due consideration to equality and diversity as required by the Equality Act 2010
- Any items which individual governing bodies may wish to include.

Membership: 3 or 5

NB. The Governing Body may nominate a pool of governors from which three or five will serve as the Discipline Committee to consider particular exclusions. If a governor has a connection with the pupil or the incident that could affect their ability to act impartially they should not serve at the hearing. If, through non-attendance of a governor, four members consider an exclusion, the chair has the casting vote.

Disqualification: The Headteacher

Any Governor with prior knowledge of the pupil or the incident.

(It is suggested that neither the Chairman of Governors nor a member of staff, due to probable prior knowledge, should be a member)

Name of Governor	Date Appointed to the Committee
Tim Hinton	13/09/2021

Chair of the Committee	TBA when panel convened
Clerk to the Committee *	TBA when panel convened

*May be provided by the LA's Pupil Discipline Clerking Service if purchased

Quorum:	3
Date Committee established	When required
Date of review:	Autumn 2022

Resources Committee

Terms of reference:

The principle goal of this committee is to ensure financial standards are achieved and that resources are used optimally to benefit pupils.

Tasks – resources

- To monitor Health and Safety aspects of the site and premises termly.
- To receive/respond to information concerning Health & Safety, the site and premises.
- To provide an Annual Building & Grounds Health & Safety audit and ensure the school buildings & grounds comply with legal requirements.
- To review the Health & Safety Policy (biannual) and Emergency Plan annually.
- To oversee arrangements for the use of school premises by other users and review relevant policies.
- To provide an annual report addressing school maintenance and repair needs in order to ensure an optimal environment for teaching and learning. To encourage and support submission of grant applications as appropriate.
- To consider and advise annually on the long term need for space in relation to pupil numbers for the efficient delivery of the curriculum. To develop and assess proposals for as necessary.
- To respond to funding initiatives and liaise with Diocese on major projects.
- To review the School's Asset Management Plan annually.
- Ensure that the Accessibility Audit is carried out annually

Tasks – financial

- To annually agree a draft budget in accordance with the Policy of the Governing Body (Autumn term) and submit approved budget (Summer term). Ensure Best Value and Value for Money (using Benchmarking data) is achieved. This can be delegated to budget subgroup.
- To appoint a budget sub group when necessary.
- To undertake annual self-evaluation of financial processes (SFVS) and other audits of financial practices as required by DfE.
- To review budget and expenditure, by receiving monthly financial monitoring reports, and in addition mid-way through the academic year provide a budget review and evaluation to the whole Governing Body advising any adjustments that may be required to the School Development Plan. Review virement decisions.
- To make decision on expenditure following recommendations from other committees.
- Ensure Voluntary Funds are administered to Audit Commission and LA standards.
- Manage Governors Fund (including arranging regular audits) and approve expenditure.
- To annually review the Finance, Charges and Remissions; School Trips and Visits, and Pay policies (any other policies delegated by the FGB).
- To biannually review the Governor Allowances and Expenses policy.
- To makes decisions in respect to service agreements using Benchmarking data.
- To monitor the running costs of the premises and recommend possible savings and funding, for example by using Benchmarking data.
- Investigate additional ways to generate school income
- Ensure that Diocesan insurance is adequate for both building and persons on site.
- Ensure School Fund (auditor appointed by HT) is audited annually and communicate.
- To monitor pupil premium and PE spend.
- Respond to any other financial matters as they arise.
- To give due consideration to equality and diversity as required by the Equality Act 2010

Name of Governor/Associate Member	Date Appt to the Committee
Richard McKenzie; Tara Trousdale (Chair), Ian Page; (Chair vacant when Tara leaves), Tom Devaney (Vice Chair), Tim Hinton, Ian Langmead, Ann Marie Bevan, Cath Woolford, Ruth Hall, Laura Jackson and Annie Cunningham.	13/09/2021
Chair of the Committee	Tara Trousdale
In attendance Honorary Treasurer (Governor) and School Bursar	13/09/2021
Quorum	4
Clerk to the Committee	Malcolm Bradley
Date of review	Autumn 2022

Children and Learning Committee

Terms of reference:

To review and monitor the delivery of the curriculum. To ensure the learning and achievement of all pupils through strategic leadership and through implementation of the School Development Plan and other related consultation and policy initiatives from external bodies such as DoE, Surrey LEA and the Diocese. To review and monitor the impact and success of the SDP and other initiatives.

Tasks:

- To consider and make recommendations to the governing body on standards and other matters relating to the school's curriculum, including statutory requirements and the school curriculum policies
- To monitor and review areas of 'Teaching and Learning' in accordance with the SDP.
- To monitor and review the policies and provision for SEN, Relationship and Sex education, collective religious worship and RE curriculum and make recommendations as necessary.
- To ensure that the positions of LINK governor for key curricular area are filled. To receive regular reports and advise Governing body
- To monitor 'Teaching and Learning' and the Curriculum through reports from the subject co-ordinators, the senior management team, LA, OfSTED and Diocesan consultants and also through a programme of planned classroom visits
- To monitor progress of every child for English, Maths, Religious Education and Science through regular reports and committee discussions
- To monitor the provision for specific groups of children (e.g. SEN, FSM, EAL, more able, by ethnic group and gender) through receive regular reports from Inclusion Governor(s), pupil progress Governor and committee discussions
- To monitor how we achieve better outcomes around health and wellbeing of children through PE and Sports Premium reporting
- In the Autumn term receive and agree local school attendance targets
- To review, analyse and report on statistical data received from external bodies that relate to curriculum matters (e.g. Surrey schools data, Analysing School Performance Data-Inspection Data Summary Report).
- To receive and discuss curriculum related information generated in conjunction with the School Improvement partner
- To report on and discuss yearly SAT's results
- To review curriculum information for school website and online prospectus.
- To review implementation and impact of pupil premium and PE/Sports premium spend and ensure that the Pupil Premium and Sports Premium report and other statutory items are on the school website and regularly updated.
- Review the procedures for communicating about the curriculum and the school's performance with parents
- To review arrangements for Governors' visits to school (e.g. Governor visit policy)
- To report termly on safeguarding, equality issues and British Values relating to the curriculum
- To ensure that the Curriculum policy is regularly reviewed by the SLT
- To issue and review the behaviour statement (published on website); to review the Behaviour Management policy (and related policies)
- To receive reports on E-safety activities and review policy annually
- To review the Supporting Pupils at School with Medical Conditions Policy, Attendance Policy and Home School Agreement
- To give due consideration to equality and diversity as required by the Equality Act 2010
- To monitor Accessibility Plan and Equality Duty, ensuring that these are made available to stakeholders by publishing on the school website

Name of Governor/Associate Member	Date Appointed to the Committee
Cath Woolford (chair), Ruth Hall (Vice Chair), Richard McKenzie, Tim Hinton, Ian Page, Ann Marie Bevan, Ian Langmead, Rita Antonelli, Annie Cunningham & Cary Llewellyn-Davies	13/09/2021
Chair of the Committee	Catherine Woolford
Clerk to the Committee	Malcolm Bradley
Quorum (minimum of 3 but committee can determine higher number)	3
Date Committee established	13/09/2021

Personnel Committee

Terms of reference:

- In consultation with the Headteacher and the Resources Committee, regularly review the staffing structure and manage staff change if necessary.
- To review the School Teacher's Pay and Conditions (referring to Pay Policy) document annually.
- To review appointment procedures for all staff.
- To keep under review staff work/life balance, working conditions and well-being (named governor – Pastoral Care for Headteacher's Wellbeing identified annually by FGB).
- To review and make recommendations on personnel-related expenditure to the Resources Committee (including determination of dismissal payments/early retirement).
- To consider any appeal against a decision on pay grading or pay awards.
- To form the annual pay committee (for HTPM, 2 members not on HTPM group and not school staff to review findings of HTPM) and agree any incremental rise for headteacher and approve recommendations of performance related pay for other staff.
- To draft and regularly update draft job descriptions and recruitment packs for Deputy and Headteacher positions. To take a lead recruitment procedures for HT.
- To ensure succession is regularly discussed and planned for.
- To ensure that Governors are represented on teacher appointment panels.
- To monitor and review the Teaching Standards and Appraisal Policy, Recruitment and Selection Policy, Disciplinary and Capability, Governor Induction Policy, Managing Staff Change, Staff Grievance policy and Data protection policies.
- To regularly monitor adherence of school practices to safer recruitment guidelines (with reports form named nominated Governor(s) for safeguarding).
- To undertake any other personnel related matters including attending staff interviews e.g. to ensure that Governors are represented on teacher appointment panels.
- To ensure that members of the committee undertake relevant training.
- To convene a Staff Issues Panel as required (minimum of three governors who do not necessarily sit on Personnel Committee but not the Chair of Governors due to prior knowledge). The main role of this panel is to support the Headteacher is making any determination to dismiss any member of staff or making decisions relating to any member of staff other than the Headteacher, under the Governing Body's personnel procedures.
- To advise Chair of Governors and FGB re: any decisions under the Governing Body's personnel procedures e.g. disciplinary, grievance, capability where the Headteacher is the subject of the action*. (see Delegation planner/Full Governing Body Terms of Reference for additional details of roles).
- To lead on issues of Parental Complaints and Charging and Remissions policy (e.g. identifying a suitable panel for Stage 4 complaints etc.).
- To give due consideration to equality and diversity as required by the Equality Act 2010

Disqualification: Any relevant person employed to work at the school other than as the Headteacher, when the subject for consideration is the pay or performance review of any person employed to work at the school

***Cannot be delegated to an individual**

Name of Governor/Associate Member	Date Appt to the Committee
Laura Jackson (Chair)	13/09/2021
Ian Langmead (Vice chair)	13/09/2021
Ann Marie Bevan	13/09/2021
Cary Llewellyn-Davies	13/09/2021
Tim Hinton	13/09/2021
Ian Page	13/09/2021
Richard McKenzie	13/09/2021
Quorum (minimum of 3, committee can determine higher number)	3
Date Committee established	13/09/2021

Headteacher's Performance Review Group

Terms of reference:

- To arrange to meet with the appointed external consultant to discuss the Headteacher's performance targets.
- To decide, with the support of the external consultant, whether the targets have been met and to set new targets annually.
- To monitor through the year the performance of the Headteacher against the targets.
- To make recommendations to the Pay Committee in respect of awards for the successful meeting of targets set.
- To give due consideration to equality and diversity as required by the Equality Act 2010

Membership: 2 or 3, but In Voluntary Aided and Voluntary Controlled Schools, at least one of the members must be a Foundation Governor. In Aided Schools, if the membership is three, then two must be Foundation Governors

Disqualification: The Headteacher and Staff Governors

These terms of reference agreed by the Governing Body	19/09/2019
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Name of Governor	Date Appointed to the Group
Ian Page	13/09/2021
Tim Hinton	13/09/2021
Ann Marie Bevan	13/09/2021

Chair of the Group	Ian Page
Review Officer	
Quorum (minimum of 2 suggested)	2
Date Group established	13/09/2021
Date of review	Autumn 2022

Safeguarding Committee

Terms of reference:

- To determine within statutory provisions and the governing body policy
- To review safeguarding legislation, especially with regard to the document 'Keeping Children Safe in Education, including annual updates and to make recommendations for changes to the governing body
- Ensure all changes to the safeguarding policy undergoes the statutory consultation process and adheres to the relevant legislation
- To ensure the School website contains relevant safeguarding policy and relevant documents
- To ensure that at least one member of the committee has attended relevant Diocesan admissions training

*cannot be delegated to an individual

Membership: Chair & Vice Chair of Governors, Chair & Vice chairs of Committee

Name of Governor	Date Appointed to the Committee
Richard Mckenzie (Lead DSL)	13/09/2021
Ann-Marie Bevan (Chair)	13/09/2021
Laura Jackson (Vice chair)	13/09/2021
Cath Woolford	13/09/2021
Ian Page	13/09/2021

Invited Attendee: Jacqui Shabenkareh, Marianne McDonnell, Ruth Hall

Chair of the Committee	Ann Marie Bevan
Clerk to the Committee	Malcolm Bradley
Quorum (minimum of 2, committee can determine higher number)	3
Date Committee established	13/09/2021

Delegation of Responsibility to Individuals

Any individual to whom responsibility has been delegated is expected to work within the following terms of reference.

Terms of reference:

- To liaise with the appropriate member(s) of staff and follow the Governor Visits policy.
- To visit the school with the purpose of gathering information concerning their area of responsibility and to increase their knowledge of the School.
- To regularly report (and provide written reports as required) to the Governing Body, the Children and Learning Committee or the Steering Group, whichever the Governing Body deems most appropriate, on developments and progress within their area of responsibility.
- To raise the profile of the area of responsibility when related matters are considered by the Governing Body.
- To attend training as appropriate.
- To give due consideration to equality and diversity as required by the Equality Act 2010

Disqualification The following functions **CANNOT** be delegated to an **individual**: Functions relating to: the alteration, closure or change of category of maintained schools; the approval of the first formal budget plan of the financial year; School discipline policies; Exclusions of pupils (except in an emergency when the chair has the power to exercise these functions); Admissions.

ROLE	LEAD(S)/CONVENOR	STAFF LIASON	Reporting to
Attendance and Behaviour	Catherine Woolford & Ruth Hall	Richard McKenzie, Jacqui Shabenkareh Alison Cardy	FGB
Health and Safety	Laura Jackson, Tom Devaney & Richard McKenzie	Debbie Hussey	Resources/FGB
Safeguarding	Laura Jackson & Ann Marie Bevan	Richard McKenzie Jacqui Shabenkareh Marianne McDonnell Ruth Hall	Children and Learning /FGB
Looked after Children	Ian Langmead	Jacqui Shabenkareh	FGB
Allegations of Abuse by Headteacher	Ian Page & Tim Hinton	Surrey LADO	FGB
Communications	Annie Cunningham & Cary Llewellyn-Davies	Ruth Hall and Debbie Hussey	Steering Committee/FGB
EYFS	Annie Cunningham & Rita Antonelli	Hayley Hartfield & Marianne McDonnell spring & summer	Children and Learning
Inclusion Governors	Cath Woolford & Tim Hinton	SENCO	Children and Learning
Pupil Premium	Cath Woolford & Ann Marie Bevan	SENCO	Children and Learning
Pupil Progress	Ian Page & Adam Hermitage	Ruth Hall	Children and Learning /FGB
Forest Learning	Ian Page & Tom Devaney	Alice Williams	Children and Learning
E-Safety	Cath Woolford	Marianne McDonnell	FGB
RE	Cary Llewellyn-Davies & Ian Page	Jess Devlin (supported by Ruth Hall & Hayley Hartfield)	Children and Learning
English and Phonics	Annie Cunningham & Adam Hermitage	Ruth Hall Mairead Greene (phonics)	Children and Learning

Maths	Tara Trousdale & Ruth Antonelli	Nicole Joslin	Children and Learning
Science	Cary Llewellyn-Davies	Helen Roberts	Children and Learning
GDPR	Rita Antonelli	Marianne McDonnell	FGB
Mental Health & Wellbeing	Laura Jackson	Jacqui Shabenkareh Helen Moon	FGB
History Geography Art D&T Music Languages	Tim Hinton Ann- Marie Bevan Matthew Hanlon Tom Devaney Ann Marie Bevan Tim Hinton	Alex Bartle Mike Tredger Guy Barlow Guy Barlow Jacqui Shabenkareh Jacqui Shabenkareh	Children and Learning
Sports and Sports Premium	Ian Langmead & Matthew Hanlon	Tom Tyler, Marianne McDonnell	Children and Learning
Computing	Matthew Hanlon	Guy Barlow, Kathryn Scott	Children and Learning
Medicines	Tim Hinton	Debbie Hussey	Children & Learning
Projects & Maintenance	Tom Devaney & Ian Page	Richard McKenzie	Resources
Date Delegation Agreed	13/09/2021		