

Terms of Reference - Governing Board

- To agree constitutional matters*, including procedures where the Governing Board has discretion
- To recruit new members as vacancies arise and to appoint new governors* where appropriate
- To hold five Governing Board meetings a year*
September – Elections/set priorities for the year
Autumn – feedback from committees
Spring – feedback from committees
Summer – feedback from committees/ratify the budget/review of data
- 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*
- To suspend a governor*
- To decide which functions of the Governing Board will be delegated to committees, groups and individuals*
- To receive reports from committees 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 review the delegation arrangements annually*
- To register attendance

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

Membership – As per the Instrument of Government

Quorum - **50% of current membership**

Chair - **appointed by the governing board for a term of three years**

Vice Chair - **appointed annually by the governing board**

Clerk – **appointed annually by the governing board**

Disqualification - **Failure to attend GB meetings for six months continuously commencing with the date of the first meeting will lead to removal from the Governing Board.**

(This does not apply to Foundation Governors or Head teacher)