



Full Governing Body Terms of Reference

Purpose

The Full Governing Body (FGB) is responsible for running the Academy according to the Articles of Association and the Academy's Funding Agreement, ensuring all activities are in accordance with the Object set out in the Articles and has overall accountability for the Academy's compliance with statutory requirements.

The FGB will agree the Vision and Values of the school, in conjunction with the Headteacher, pupils, parents and carers, staff, the local community and other stakeholders.

The FGB will also ensure that the School's Strategic Priorities are led by the Vision and Values, as well as informed by monitoring of pupil achievement.

Membership

The membership of the Governing Body will be:

- Three Parent Governors
- Three Community Governors
- Three Staff Governors
- The Headteacher
- One Governor appointed by the Schools Cooperative Society
- Four Co-opted Governors chosen for their skills or to improve the representativeness of the GB

Elected Governors will be elected as set out in paragraphs 62-69 of the Articles of Association.

Where there are vacancies that are not filled by the election process, the Governing Body may co-opt further Governors provided that the number of co-opted Governors does not exceed the number of elected Governors.

Transitional Membership Process

At the time of agreement of these Terms of Reference, there are more parent and co-opted Governors than detailed above. As Governors reach the end of their term of office, or otherwise leave the GB, they will be replaced only to bring the membership in line with above. This may result in there being more than 15 Governors in total during this process.

Chair

The FGB will elect a Chair at its first meeting each year.

In the absence of a Chair, the committee shall choose an acting chair for that meeting from among their number. In the event of a tied vote the chair or acting chair shall have a second or casting vote.

Quorum

A quorum shall be at least 3 governors, or one third of Governors in post, whichever is the higher.

Meetings

The FGB will meet at least four times a year but may meet more often as necessary.

The agenda and papers, including the minutes of the last meeting, minutes of committee meetings and updated action reports, will be circulated, by the Clerk, seven clear days before the meeting.

Responsibilities

The FGB will delegate some functions to committees, individual Governors or the Headteacher, in accordance with the Scheme of Delegation.

The FGB will:

- Review and evaluate its own performance and aims each year
- Agree, review and monitor the Governor Dashboard
- Monitor in detail the areas allocated to FGB on the Governor Dashboard
- Agree, review and monitor the School Development Plan
- Review FGB membership with a view to ensuring the GB has the appropriate skills
- Establish committees as it considers appropriate
- Review the Scheme of Delegation each year
- Appoint the Chairs and members of committees each year
- Appoint Link Governors according to the Link Governor and Monitoring Policy and Strategic Priorities
- Receive regular reports from the Headteacher
- Receive minutes and reports from committees and Link Governors
- Approve the Annual Report and Accounts
- Approve the budget
- Review and approve policies and ensure statutory responsibilities are met
- Maintain a register of pecuniary interests from all Governors

These terms of reference will be reviewed annually.

Date last reviewed – April 2017

Approved by:

Chair of Governors - Kate Price:

Headteacher - Alex Bell: