

# FOURLANESEND COMMUNITY PRIMARY SCHOOL

## GOVERNING BODY STANDING ORDERS

- 1. All Governors of Furlanesend Community Primary School agree to abide by the agreed Code of Conduct and in accepting an appointment or nomination to the Governing Body each acknowledges acceptance of the Code.**
2. Election of Chair and Vice Chair will be added to the summer term agenda as a reminder that nominations will be sought and to invite a discussion. Prior to the autumn meeting, the Clerk will write to all Governors asking them to inform him/her of willingness to consider either role. Names of prospective and willing Chairs and Vice Chairs will be sent out with the agenda for the first Full Governors' Meeting of the new academic year and written nominations sought. In the event of more than one written nomination, a secret ballot will be held for the particular office.
3. The Governing Body shall agree the number of governors required for each committee at the first meeting in the academic year.
4. The Headteacher shall be an *ex officio* full governor member of the Curriculum and Standards Committee and Resources Committee and adviser (pay recommender) to the Pay Committee.
5. Each committee shall elect its own Chair at its first meeting each academic year.
6. The quorum for committees will be three Governors.
7. There will be 9 committees:
  - Curriculum and Standards
  - Resources
  - Headteacher's Performance Management
  - Headteacher's Performance Management Appeal
  - Personnel Panel
  - Appeals Panel
  - Pupil Discipline
  - Pay
  - Pay Appeals
8. Each committee will record its activities in writing and report back to the full Governing Body.
9. The Curriculum and Standards Committee and Resources Committee to hold at least one termly meeting. The Personnel Panel, Appeals Panel, Pupil Discipline and Headteacher's Performance Management Appeal and Pay Appeals Committees will meet as required. The Pay Committee will meet at least annually and as required.
10. The Headteacher's Performance Management Committee will meet as required.