

The Governing Body of

Holmesdale Infant School



The Governing Body needs to take a strategic role, act as a critical friend to the School and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities.

Terms of reference

1. **To agree constitutional matters***, including procedures where the Governing Body has discretion
2. To recruit new members as vacancies arise and **to appoint new governors*** where appropriate
3. **To hold at least three Governing Body meetings a year***
4. **To appoint or remove the Chair and Vice Chair***
5. **To appoint or remove a Clerk to the Governing Body***
6. **To establish the committees of the Governing Body and their terms of reference***
7. To appoint the Chair of any committee (if not delegated to the committee itself)
8. **To appoint or remove a Clerk to each committee***
9. **To suspend a governor***
10. **To decide which functions of the Governing Body will be delegated to committees, groups and individuals***
11. **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***
12. To approve the first formal budget plan of the financial year
13. To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
14. To keep the Data Protection Policy, associated Privacy Notices, training and practice under review as required by the legislation, supervisory authority guidance and DfE guidance.
15. **To review the delegation arrangements annually***
16. Any items which individual governing bodies may wish to include

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

Membership – As per the Instrument of Government

Disqualification – as per Regulation 20 and Schedule 6 of the Constitution Regulations

These terms of reference agreed by the Governing Board on:-

Date: 5th February 2024

Name of Governor	Category	End of term of Office
Sarah Lockwood	Headteacher	N/a
Lisa Maybury	Teaching Staff	N/a
Dawn Curry	Co-opted Chair of Governors	18 th December 2027
Angela Chappell	Co-opted Vice Chair of Governors	26 th November 2025
Michelle Emmens	LA Governor	8 th December 2027
Kathy Attwood	Co-opted Governor	26 th November 2027
Donna Wright	Parent Governor	6 th December 2024
Katie McGann	Parent Governor	25 th May 2027
Susannah Wall	Parent Governor	25 th May 2027

Chair of the Governing Body	Mrs Dawn Curry
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Vice-Chair of the Governing Body	Mrs Angela Chappel
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Clerk to the Governing Body	Miss Natalie Wilkinson
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Quorum:	One half of the number of governors in post
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