Committee Structure & Purpose

To fulfil its duties, the Governing Body delegates some functions to committees which are:

Finance, Audit & Risk

This committee advises the Governing Body on financial planning and strategy taking into consideration the resources available. The committee is responsible for, amongst other items, the following:

- To consider the academy's potential funding, and to assess its implications for the academy in advance of the financial year;
- To review and approve the academy's budget before the start of each financial year;
- To contribute to the formulation of the academy's development plan;
- To monitor and review expenditure on a regular basis and ensure compliance with the overall financial plan for the academy;
- To make decisions on expenditure following recommendations from other committees;
- The preparation of the financial statement for audit and filing in accordance with Companies Act and Charity Commission requirements;
- To act as the academy's audit committee;
- To oversee the formulation of the academy's Pay Policy;
- To draft and keep under review the staffing structure in consultation with the Headteacher;
- To advise the Governing Body on priorities, including Health and Safety, for the maintenance of the school's premises;
- Policy review and approval on behalf of the Governing Board.

Curriculum, Learning & Standards

This committee focuses on the academic progress of pupils and seeks to assure the Governing Body that all students develop the knowledge and skills they need to succeed. It covers all matters relating to the curriculum and the quality of education.

It does this by following an annual schedule of work to ensure scrutiny of curriculum design and delivery, and pupil progress, to ensure the school meets pupils' needs, delivers a high quality of education and fulfils statutory requirements. Specifically, the committee:

- Holds the Headteacher to account for student progress and attainment by scrutinising academic performance;
- Supports the development of the curriculum in line with the aims of the school and Ofsted guidance;
- Ensures the Governing Body discharges its statutory and other duties regarding the National Curriculum;
- Scrutinizes development of and progress towards School Development Plan priorities;
- Policy review and approval on behalf of the Governing Board.

Personal Development, Behaviour and Welfare

This committee seeks to support the stated aims of the school and social inclusion by ensuring the systems of the school support individuals in several areas. These include achieving their very best and continued personal growth, developing a range of personal qualities, encouraging active involvement in the diverse communities we live and work, conducting themselves in line with the ethos of the school and stated core values and enabling students to be safe and help them maintain their own personal safety.

The Personal Development, Behaviour and Welfare committee has delegated responsibility for:

- Safeguarding – the monitoring of safeguarding policies, online safety, reporting and actions through effective leadership and management, whilst following The Prevent Duty, Working Together to Safeguard Children and Keeping Children Safe in Education;
- To examine the development of and progress towards the School Development Plan with priorities related to high expectations, and achieving high standards of student personal development, behaviour and welfare;
- Maintaining strategic overview of the effectiveness of policies on behaviour and discipline, attendance and pastoral care including the rewards system;
- To collaboratively consider the personal development for disadvantaged, looked after students, young carers and those with Special Educational Needs and find new ways to innovate and improve opportunities for the future;
- Ensuring that all students, but specifically vulnerable students at the school, can enjoy equality of access to all aspects of the School's provision;
- Reviewing emotional wellbeing and mental health of the students of the school;
- Providing a platform to the student school council and other consultative groups;
- Ensuring compliance with statutory requirements relating to the work of this committee;
- Policy review and approval on behalf of the Governing Board.

Admissions Committee

The roles of the Committee can be summarised as follows:

- To monitor the annual admission process and approve the submission of data for entry to the school in the following September;
- To determine and review the schools Planned Admission Number (PAN) every year considering the schools' resources in terms of both physical classroom space and teaching resources;
- To determine the number of places to be offered for the following September entry to ensure PAN is achieved – this action is to ensure that the school does not go below PAN because of late no-shows;
- To review annually the school Admission Arrangements;
- To monitor overall school numbers;
- To review annually the written statement of the Governing Body when responding to appeals against admission refusals.

Pay & Staffing Committee

The committee focuses on implementation of Pay Policy, referencing staffing and budgeting plans and advising Governing Body appropriately when the Pay Policy needs revising.

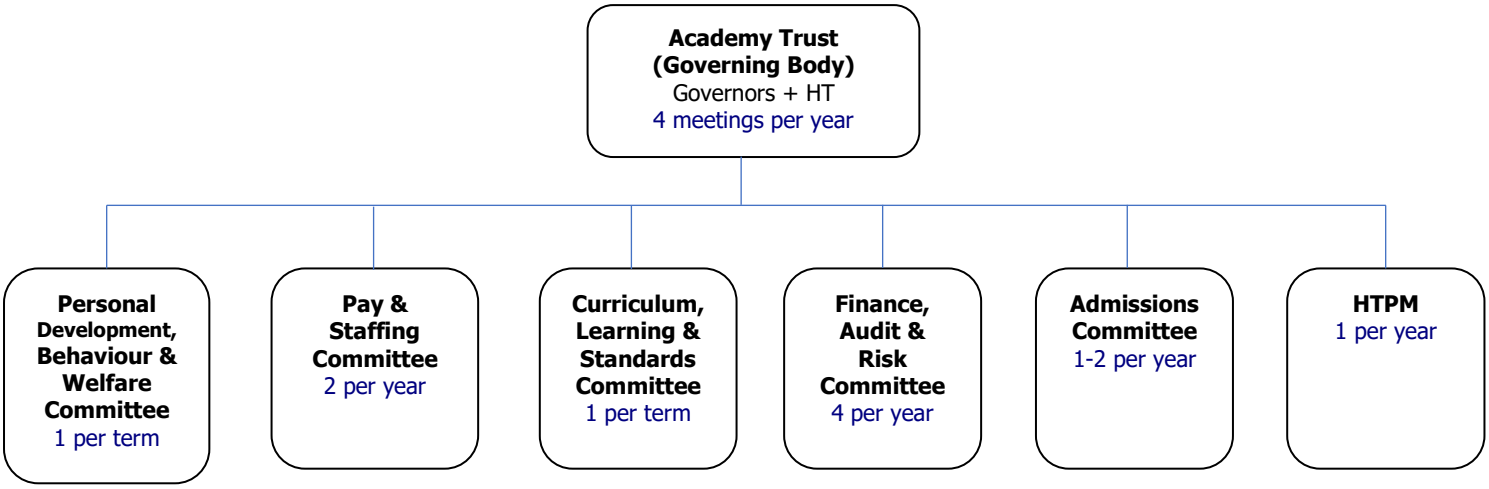
Specifically, the committee:

- Ensures Pay policy is implemented fairly within statutory and contractual obligations;
- Ensures the criteria of the Pay Policy are applied in determining the pay of each member of staff in the annual review;
- Reviews Pay Policy on an annual basis to ensure it is still appropriate;
- Ensures the Head Teacher demonstrates how the policy is applied consistently across the team at annual review.

Headteacher Performance Management Panel

- To ensure that arrangements are in place to carry out the Headteacher's annual performance review and that objectives are reviewed and agreed within prescribed time limits;
- To monitor progress and evaluate the effectiveness of the priorities within the School Development Plan;
- To arrange to meet with the External Adviser to discuss the Headteacher's performance targets;
- To decide, with the support of the External Adviser, 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/Resources Committee in respect of awards for the successful meeting of targets set.

The current structure of school governance and governor committees are shown below:



Trust Members (currently 4) provide an additional layer of accountability (re. fulfilment of charitable object) and scrutinise the actions of the Trustees/Governors.