

Finance Committee

- In consultation with the Headteacher, to draft the first formal budget plan of the financial year.
- To establish and maintain an up to date 3 year financial plan.
- To consider a budget position statement including virement decisions at least termly and to report significant anomalies from the anticipated position to the Governing Board.
- To ensure the school operates within Financial Regulations of Harrow Council.
- To look at audited accounts of all voluntary funds kept on behalf of the Governing Board.
- To annually review charges and remissions policies and expenses policies.
- To make decisions in respect of service agreements.
- To make decisions on expenditure following recommendations from other committees.
- To ensure, as far as practical, that Health and Safety issues are appropriately prioritised.
- To ensure sufficient funds are available for pay increments.
- To agree all delegations at the first meeting of the academic year.
- Additional items which the Governing Board may wish to include.

Standards & Achievements Committee

- To be informed about current curricular practices and standards of attainment.
- To ensure that the implementation of the National Curriculum and associated assessment procedures meet statutory requirements.
- To consider curricular issues which have implication for Finance and Personnel decisions and to make recommendations to the relevant committees or the Governing Board
- To make arrangements for the Governing Board to be represented at School Improvement discussions with the LA and for reports to be received by the Governing Board
- To oversee arrangements for individual Governors to take a leading role and report on specific areas of provision.
- To review and update School Policies relevant to this committee

Premises Committee

- To provide support and guidance for the school on all matters relating to the school premises and grounds, health and safety and security.
- To advise the Governing Board on priorities for the maintenance and development of the school's premises, to include an annual inspection of the premises prior to budget setting for the forthcoming year.
- To ensure the school complies with health and safety regulations and adheres to the Harrow Borough Health and Safety Policy and to review it annually.
- The Headteacher will report on the costing of maintenance, repairs and redecoration within the budget allocation, to include the overseeing, preparation and implementation of major contracts.
- To ensure any liaison with the local authority's Property Services Department.

- To ensure that the Governors' responsibilities under the Environmental Protection Act regarding litter are discharged.

Staffing and Pay Panel

- To achieve the aims of the whole school pay policy in a fair and equal manner;
- To apply the criteria set by the whole school pay policy in determining the pay of each member of staff at the annual review;
- To observe all statutory and contractual obligations;
- To minute clearly the reasons for all decisions and report the fact of these decisions to the next meeting of the Full Governing Board;
- To recommend to the Governing Board the annual budget needed for pay, bearing in mind the need to ensure the availability of monies to support any exercise of pay discretion;
- To keep abreast of relevant developments and to advise the Governing Board when the school's pay policy needs to be revised;
- To work with the head in ensuring that the Governing Board complies with the Appraisal Regulations (teachers).

Working Groups

These are set up on an ad hoc basis to undertake policy review or special tasks related to the roles and responsibilities of the Governing Board.

Panels

These meet only as required to deal with:

- Appointments
- Exclusions
- Curriculum complaints
- Other parental complaints
- Staff discipline and grievance

Specific Roles Held by Governors

Safeguarding, Inclusion and Provision, Health and Safety, Pupil Premium, EYFS, Physical Education, Young Carers or other links deemed appropriate in the schools development will undertake the following work during an academic year:

- Meet in the Autumn Term with the school based colleague and share aims and objectives, linked to the School Development Plan for the year.
- Have at least two further meetings throughout the year (can be via email) where progress and development of this area can be discussed.
- Report to Governors about the link area annually.