



Governing Body Committee Information

2024/25

1. Members of the Governing Body are required to meet at least once every school term to enable the discharge of responsibilities. However, the level of work required from the governing body is such that some responsibilities are delegated to committees and the details are reported back to Full Governors at our termly meetings. These are described in the KEPS Scheme of Delegation 2024/25.
2. Committees allow for more focused work in the relevant areas. All of our governors are required to sit on at least one committee. To ensure a fair distribution of duties, all of our governors are required to focus their attention on a specific area of the school and to undertake a Link Governor role.
3. At King Edwin Primary School we have 2 main committees.

Strategic Development Committee (SDC)

Chair: Mrs Bev Cary

This committee will monitor the strategic direction of the school, and will include: setting of targets, reviewing pupil data; work within the School Development Plan; responding to changes in legislation; curriculum and assessment; reviewing specific policies and any other work delegated to it by the Full Governing Body. This committee also includes a working group that reviews procedures for the regulated management of personal data and for the school's compliance with Data Protection regulations and Information governance matters.

Finance and General Purposes Committee (F&GP)

Chair: Mr Phil Jones

This committee monitors all things financial, and will include: reviewing and setting of school budgets; reviewing correct allocation of specific funding and agreeing any additional expenditure. F&GP also look at anything in relation to pupils and personnel, such as monitoring attendance and behaviour reports, staffing reviews, policy reviews and any other work deemed required and delegated to it by the Governing Body. This committee also includes working groups to monitor Health and Safety and for making recommendations on staff salary reviews. A further sub-committee comprising a minimum of three experienced governors meet to consider annual STPCD recommendations and the annual HT appraisal recommendations. The Head is an ex-officio member of this group.

4. All Governor meetings and committees are documented and recorded by a Local Authority clerk. Minutes of these meetings (less the items deemed to be Confidential) can be made available to parents on request to the School Business Manager. Governing Bodies at DfE Maintained schools are defined as a Corporate Body and have legal responsibilities as such. Current regulations make reference to

an Appeals Committee. At King Edwin this is not a standing committee and the chair will nominate members for this as required and appropriate to the case.

Governor Committee Schedule 2024/25

Date	Committee	Meeting time
12 th Nov	Pay Committee (F&GP)	TBC
19 th Nov	Strategic Development Committee (SDC)	5.30pm
3 rd Dec	Finance and General Purpose Committee (F&GP)	5.30pm
12 th Dec	Autumn term Full Governors Committee	5.30pm

2025

4 th Mar	Strategic and Development Committee	5.30pm
25 th Mar	F&GP Committee	5.30pm
1 st Apr	Spring term Full Governors Committee	5.30pm

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Note: All meetings will be held at KEPS unless notified otherwise.