

## CALDEW SCHOOL GOVERNING BODY

### CHALLENGE FOR ALL PROJECT GOVERNANCE COMMITTEE TERMS OF REFERENCE

<b>Chair:</b>	<b>Jennie Wilkinson</b>
<b>Clerk:</b>	Sarah Connolly
<b>Membership:</b>	Jennie Wilkinson Chairs of Committees Tony Smith (Member)
<b>In attendance:</b>	Claire Atkinson (Deputy Headteacher)
<b>Quorum:</b>	3

#### **Procedures**

Membership is agreed at the first Full Governors' meeting of the school year and a Chairperson elected by the members at the first subsequent Committee meeting.

Agenda items are drawn up by the Clerk/Chair/Deputy Headteacher and circulated to members prior to the meeting. If any governors have items they wish to include on the agenda they should contact the Clerk at least one week prior to the meeting.

Minutes will be taken by the Clerk to the Governors and checked by the Chair and Deputy Headteacher prior to distribution.

Confidential items will be taken at the end of the meeting and recorded in the Confidential Minute Book.

#### **Responsibilities (all outcomes recommended to Full Governing Body for approval)**

##### **Strategic**

- Ensure the school uses the donation to raise the achievements and aspirations of students at Caldew School
- Ensure the school monitors its performance including attainment (pupil results) and achievement (pupil progress) for the Most Able and Sixth Form students
- Establish and review the following policies/procedures –
  - More Able Policy
- Ensure the views of students are listened to at all levels and consideration made in decision making

##### **Critical Friend**

- To review the Challenge for All SEF
- Monitor improvements in Most Able and Sixth Form students' achievements at whole school and subject level
- Monitor and evaluate extra-curricular activities funded by the project
- Monitor and evaluate CEIAG for the Most Able and Sixth Form students

##### **Specific Tasks**

- Agree how the annual budget for the project is spent

- Monitor school performance in terms of the Key Performance Indicators for the project
- Monitor income and expenditure at each meeting and consider any proposed in-year virements between budget lines
- Ensure accurate accounts are kept and audited for the Story donation