

Steering Committee

The suggested membership of this group is the Chair of Governors, the Vice-chair, the Headteacher and the Chair of each of the committees. These key governors would have a more strategic and co-ordinating role and can add greatly to the effectiveness of the work of the governing body as a whole. The terms of reference give an indication of this broader perspective

Terms of reference:

- To meet soon after the LA's termly briefings for chairs and headteachers to agree the work of the governing body and its committees for that term and beyond
- To agree, by early in the autumn term, the programme of work and calendar of meetings for the governing body and its committees for the school year, based on known cycles of school improvement, financial management, staffing issues and communicating with parents
- To monitor the progress of work being undertaken by committees and individuals
- To establish and keep under review Critical Incident policy and procedures
- To consider recommendations made by committees with regard to the working of the governing body
- To establish and keep under review a protocol for the governing body
- To establish and keep under review arrangements for governors' visits to school
- To oversee arrangements for governor involvement in formulating and monitoring the School Improvement Plan
- To make recommendations to the governing body to establish exceptional working arrangements where particular circumstances arise e.g. a joint committee to oversee a building project or a special committee to oversee an OfSTED inspection
- To be available and respond to matters of particular difficulty, sensitivity or emergency and offer advice to the Headteacher
- To undertake tasks delegated to them by the governing body
- To consider and discuss long-term school development issues and to present their findings to the full Governing Body for discussion

Terms of reference agreed by the governing body on (date):	4 th November 2021
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Name of Governor	Date appointed to the committee
Stephanie Gait	23 rd October 2013
Alison Elwell-Thomas	17 th October 2019
Pinky Jain	2 nd November 2016
David Bishop	1 st November 2017

Chair of the committee:	Stephanie Gait
Clerk to the committee:	Jane Lawson
Quorum: (minimum of 3 full governors, committee can determine a higher number)	3 Full Governors
Date committee established:	23 rd October 2013
Date of review by governing body:	November 2022