

GORSEYBRIGG PRIMARY SCHOOL

Governor General Policy Committee

1. Membership

- 1.1 To comprise of a minimum of 2 Governors, in addition to the Headteacher, as delegated by the full Governing Body at the first ordinary meeting of the School year.
- 1.2 Any member of the Governing Body may attend the committee.
- 1.3 The Senior Area Education Officer or his representative shall be entitled to attend meetings, unless the full Governing Body resolves to exclude him/her.
- 1.4 The full Governing Body may invite non-Governors to attend committee meetings but non-Governors shall not vote on any issue.

2. Terms of Reference

- 2.1 To consider issues, with the Headteacher, relating to the overall conduct of the school.
- 2.2 To formulate in consultation with the Headteacher, and recommend for the approval of the full governing body, policies relating to the conduct of the School, including:
Admissions, Attendance, Pupil Behaviour and Discipline, Anti-Bullying, Child Protection, Data Protection, Exclusion, Equal Opportunities, Home/School Agreement, Complaints, Race Equality and Cultural Diversity, Confidential Reporting, Code for Schools, Use of the Internet, Food, Confidentiality, Critical Incident, ICT Disaster, Recovery and Security
- 2.3 To ensure observation of legal requirements for dealing with admissions, exclusions and complaints.
- 2.4 To ensure that policies within the remit of this committee are reviewed annually.

3. Frequency of Meetings

- 3.1 To meet at least once each year.
- 3.2 To meet at any time at which there is a need to do so, or when requested by the full Governing Body.

4. Arrangements

- 4.1 Members of the Committee to receive 7 days' written notice of meetings.
- 4.2 At the first meeting of the full Governing Body of the year, a Committee Chair will be elected.
- 4.3 Meetings to be minuted by the Clerk to the Governors or by one of the governors present, not the Headteacher, and signed minutes to be kept as a record.
- 4.4 It will be considered a quorum when 3 members are present.
- 4.5 Committee to report to the Governing Body following Committee meetings.