



# **The Governing Body Newburgh Primary School**

Kipling Avenue  
Warwick  
CV34 6LD

## **Terms of Reference for The Full Governing Board of Newburgh Primary School**

The Governing Board must take a strategic role, act as a critical friend to the School and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities.

### **Terms of Reference**

- 1. To agree constitutional matters\***, including procedures where the Governing Board has discretion
- 2. To recruit new members as vacancies arise and to appoint new governors\*** where appropriate
- 3. To hold at least 6 Governing Board meetings a year \***
- 4. To appoint or remove the Chair and Vice Chair \***
- 5. To appoint or remove a Clerk to the Governing Board \***
- 6. To suspend a governor \***
- 7. To decide which functions of the Governing Board will be delegated to committees, groups and individuals\***

8. **To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Board is necessary \***
  
9. To approve the first formal budget plan of the financial year
  
10. To keep the Health and Safety Policy and its practice under review and to make revisions were appropriate
  
11. **To review the delegation arrangements annually \***
  
12. Any items which individual governing bodies may wish to include

***\*these matters cannot be delegated to either a committee or an individual***

**Membership** – As per the Instrument of Government

**Disqualification** – As per Regulation and Schedule 6 of the Constitution Regulations

These terms of reference are agreed by the Governing Board on:

Date: 7th September 2023

Name of Governor	Category	Signature


Chair of the Governing Board	
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Vice Chair of the Governing Board	
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Clerk to the Governing Board	
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Quorum: 6	<b>One half of the numbers of Governors in post</b>
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As a Governing Board we have reviewed the most up to date Statutory Guidance for Governing Bodies of maintained schools and local authorities in England, to ensure we are fully compliant.

[The constitution of governing bodies of maintained schools \(September 2016\)](#)