



COMBS INFANT SCHOOL
THE FULL GOVERNING BODY – TERMS OF REFERENCE

The Governing Body needs to 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:

- To agree constitutional matters, including procedures where the Governing Body has discretion *
- To recruit new members as vacancies arise and to appoint new governors where appropriate*
- To hold at least three Governing Body meetings a year*
- To appoint or remove the Chair and Vice Chair*
- To appoint or remove a Clerk to the Governing Body*
- To establish the committees of the Governing Body and their terms of reference*
- To appoint the chair of any committee (if not delegated to the committee itself).
- To appoint or remove a Clerk for each committee*
- To suspend a governor*
- To decide which functions of the Governing Body will be delegated to committees, groups and individuals*
- 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 Body is necessary*
- To approve the first formal budget plan of the financial year
- To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- To review the delegation arrangements annually*

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

Membership – as per the Instrument of Government

Disqualification – as per Regulation 20 and Schedule 6 of the Constitution Regulations

Quorum - One half of the number of Governors in post

These terms of reference are agreed by the Governing Body on 25.09.2025

Signed by Chair of Governors

Minute No.

Chair of the Governing Body

Mr. N. Boden

Vice-Chair of the Governing Body

Mrs. B. Ransom

Clerk to the Governing Body

Miss V. Simonds