



## Chairs' Committee Terms of Reference 2021/2022

### Aims and Objectives

1. To meet termly to discuss any strategic items during the academic year.
2. To monitor the progress of work being undertaken by committees, individuals and working parties.
3. To ensure the Chair of each Committee is aware of what Ofsted will be monitoring.
4. To agree any additional items of work, in addition to the School Development Plan and to monitor whole school areas of responsibility within the School Development Plan.
5. To make recommendations to the Governing Body to establish exceptional working arrangements where particular circumstances arise, such as a committee to oversee a building project or a special committee to oversee an OFSTED inspection.
6. To be available and respond to matter of particular difficulty, sensitivity or emergency and offer advice to the Head Teacher and SLT.
7. To undertake tasks delegated to them by the Governing Body.
8. To review the school's Accessibility Plan.
9. Meetings will be served by the Clerk to the Governing Body.
10. To carry out an analysis of Governor skills and CPD.

### Reporting

The Committee will be a sub-committee of the Governing Body.

The Chair's Committee will report progress to the Governing Body on a termly basis.

These Terms of Reference will be published on the School website.

Membership of the Chairs' Committee is the Chair of Governors, the Vice Chair of Governors the Head Teacher and the Chair of each of the Committees.

**These Terms of Reference were agreed and approved by the Chairs' Committee on 2<sup>nd</sup> November 2021 and by the Full Governing Body on 6<sup>th</sup> December 2021.**