

# **Federation of Pinvin CE First School and St. Nicholas CE Middle School, Pinvin**

## **School and Community Committee Terms of Reference 2016 – 2017**

### **Aim/Objective/Core Purpose**

- To ensure that all areas and initiatives relating to the well-being/welfare of children and staff at the school (including statutory requirements) are regularly reviewed and continually improved.
- To foster and maintain positive, mutually beneficial relationships between the school, stakeholders and the local community.
- To ensure that all decisions align with the schools vision statement.
- To ensure the safeguarding of all pupils.

### **Monitoring Stakeholder satisfaction**

- To regularly review all forms of feedback from parents /carers and children (including Pupil Parliament suggestions, individual pupil ideas, questionnaires, website comments, letters etc.) and to initiate action in response to feedback.
- To initiate new ways of gaining feedback from all stakeholders to involve them fully in the school's development.

### **Christian Distinctiveness**

- To ensure the Statutory Inspection of Anglican and Methodist Schools (SIAMs) including, Religious Education, Collective Worship, and Christian Distinctiveness with Leadership & Management.
- To ensure that pupils are helped to understand others, to value diversity, whilst also promoting shared values, awareness of human rights and how to apply and defend them and to develop the skills of participation and responsible action.
- To encourage the permeation of the Christian values throughout the school's work.
- To ensure that equal opportunities exist for all to succeed at the highest level possible, striving to remove barriers to access and participation in learning and wider activities and working to eliminate variations in outcomes for different groups.
- To provide reasonable means for children, young people and their friends and families to interact with people from different backgrounds and build positive relations. This could include links with different schools and communities and the provision of extended services with the opportunities for pupils, families and the wider community to take part in activities and receive services which build positive interaction and achievement for all groups.
- To promote an appreciation of the global community in which we live and to nurture an understanding of our need to use resources responsibly and sustainably. This may be developed through school projects, both educational and charitable and our links with schools nationally and internationally.

### **Communication**

- To ensure communication of all key decisions and developments within the school to all of its stakeholders.

### **A Healthy and Safe School**

- To review annually the site surveys for Pinvin C of E First School (PFS) and St. Nicholas C of E Middle School, Pinvin (SNMSP)
- To monitor all aspects of being a Healthy School – PSHE, Healthy Eating, Physical Activity and Emotional Well Being
- Implement and Review the Safeguarding Policy
- Implement and Review the Health & Safety Policy

- To receive reports on Health and Safety from the Site Manager
- To report to the FGB on Health and Safety matters
- To make recommendations for improvements
- To keep under review staff work/life balance, working conditions and well-being, including the monitoring of absence

### **School Policies**

To regularly review and update school policies and schemes related to welfare and community links and to regularly discuss any issues relating to them:

#### **Statutory policies/responsibilities**

Positive behaviour (CORE)

Behaviour principles written statement

Health and safety

Admission arrangements

Register of pupils' admission to school

Accessibility plan

Complaints procedure statement

Freedom of information

Premises management documents

Equality information and objectives (public sector equality duty) statement for publication

Staff discipline, conduct and grievance

Child protection policy and procedures

School website information

Statement of procedures for dealing with allegations of abuse against staff

Supporting pupils with medical conditions

#### **Other policies/guidance**

Supply leave of absence sickness policy

Collective worship

Offsite visits

Anti-bullying

Security and lone working

Guidance for safer working practice for adults who work with children and young people in education settings

Exclusion of pupils

Attendance

R.E.

Managing work related stress

British values

Esafety

Whistleblowing

Prevention of extremism and radicalisation

Staff code of conduct

Positive handling/Care and control

## Members of the committee

<b>Name of Governor</b>	<b>Date Appointed to the group*</b>	<b>Post</b>
Andrew Best	30.11.16	Governor / EHT
Jean Ounsted	30.11.16	Foundation Governor
James Montgomery	30.11.16	Parent Governor
Jenna Greenfield	30.11.16	Co-opted Governor
Sally Rusher	30.11.16	Associate Member
Claire Lording	30.11.16	Foundation Governor Ex-officio
Jodie Whitfield –Palmer	30.11.16	Awaiting appointment as a governor

### Quorum

- Minimum of 3 members.

### Administration

- The Clerk to the Governors will attend Committee meetings as clerk and take minutes, which will be reviewed by the Committee Chair before being circulated to Governors. Minutes will be formally approved at each subsequent committee meeting.

**Reviewed and approved by Governing Body 30.11.16**

\* Date appointments ratified