

Behaviour, Attendance and Student Wellbeing Committee

Committee Terms of Reference

Behaviour, Attendance and Student Wellbeing Committee

Membership

The committee shall consist of a minimum of 7 Governors including the Headteacher and Chair of Governors.

The Committee will elect a Chair from within its own membership.

Non-voting participants may be invited to meetings by the committee as and when required. These will include:-

- Senior leaders
- Middle leaders
- School improvement partners
- School advisers
- Special support advisers (if the school is designated as having special support)

The Committee shall have such associate members, non-voting, as the Governing Body shall appoint. The Committee may make recommendations for these appointments.

The membership of the committee will be reviewed and determined annually.

- In the event of a vote, a simple majority will suffice.
- In the event of a tied vote then the Chair of the Resources committee (or a member acting in lieu of the Chair) will hold the casting vote.

The Governing body will appoint a clerk to the committee, who will not be another Governor.

Quorum

The quorum shall be 3 Governors including the Headteacher.



Meetings

The clerk to the committee shall be responsible for convening meetings of the committee. Procedures of any meeting held must be minuted and those minutes presented to the next meeting of the Governing body.

The committee shall meet at least once each term and otherwise as required.

Responsibilities

The main functions of the committee is to:

- Monitor and review the school's safeguarding procedures
- Monitor and review school attendance, especially of specific groups eg FSM
- Monitor and evaluate aspects of the school's provision eg pastoral care, guidance and support, leadership and management and SEN and inclusion;
- Monitor and review the school's actions regarding behaviour and attitudes to learning
- Monitor and review Post Ofsted actions related to Behaviour
- Monitor and review the school's provision for personal development including
 - Personal social health education
 - Relationships and Sex Education
 - Careers Education
 - Extra-curricular provision
- Ensure admissions processes and transition arrangements are effective
- Monitor and review the School Uniform Policy
- Contribute to the preparation of any appropriate action or development plans
- Development of and approval of all policies related to behaviour and attitudes and personal development
- Request and receive reports, as and when required, from key members of staff and senior leaders
- Ensure that committee members and other governors keep themselves informed of the key initiatives and take part in appropriate training and development activities
- Be mindful of the requirements of the Equalities Act 2010

Approved: 2 February 2022

Date to be reviewed: Autumn term 2022