|  |  |
| --- | --- |
|  | Kettleshulme St James CE (VA) Primary School  Terms of Reference |
| Autumn 2023 **Strategy & Resources Committee** | |



**Membership**

The committee shall consist of no fewer than three governors, including the Headteacher and at least one foundation governor.

A quorum of three is required for a formal meeting.

All members will be required to declare any pecuniary interest or any other conflict of interest with regard to the business of the committee at the outset of each meeting and the committee shall decide if any member shall be excluded from the relevant part of the meeting.

**Terms of Reference**

* *To work with the Headteacher to set a clear direction for the school through vision, values, aims and ethos.*
* *To endeavour at all times to pursue a strategic approach that upholds the spiritual, moral and ethical values of the Christian faith.*
* *To promote the welfare of children, having regard to the DfE’s statutory guidance on safeguarding, Keeping Children Safe in Education, and the Prevent strategy for combatting extremism.*
* *In partnership with the Head Teacher and the delegated authority agreed by the FGB, to ensure appropriate policies are formulated and published.*
* *To liaise with other committees, as required.*
* To plan and set the School’s budget and 3-year financial plan for approval by the FGB and, in conjunction with this, to monitor the use of any grants received by the School.
* To assess expenditure bids**.**
* To appraise different expenditure options.
* To forecast and expected income.
* To monitor the in-year spending and budget position in accordance with the SFVS-backed internal procedures and report as appropriate to the FGB.
* To ensure that the requirement for non-public funds to be audited is carried out at least annually.
* To ensure accounts are properly finalised.
* To ensure that the School’s premises and grounds are managed appropriately, with priorities for maintenance and development being recommended for inclusion in the School Development Plan.
* To determine and review the staffing structure and salaries with the Head Teacher.
* To attend the Head Teacher’s performance review group.
* To monitor the School’s provision, as set out in the School Development Plan, evaluate progress, report and make recommendations as appropriate.
* To monitor the effectiveness of the Extended Schools provision.
* To review the School’s Admissions Policy and ensure approval and publication.
* To monitor the School’s approach to regulatory compliance, including but not limited to health and safety, General Data Protection Regulation (GDPR), and the Equality Act 2010, and to report to the FGB.
* To monitor the main areas of risk for the School and make recommendations as appropriate.
* To review the management of Health and Safety for pupils and staff both whilst in the School or on school-related business elsewhere.

\*\*

**Voting rights**

Each member of this committee has equal voting rights.