



Membership: To include a maximum of 11 local governors.
To include the headteacher and one elected staff member.
To include a maximum of 2 elected parent governors.
A LA governor is not needed for this local governing body committee of the Tandridge Learning Trust.

Quorum: The quorum for any governing body meeting and vote must be one half (rounded up to a whole number) of the complete membership of the governing body, excluding vacancies. This will cover meetings where the local governing body are:

- Appointing parent governors where it was not possible to fill all parent governor seats by election.
- Deciding the powers and membership of any committees (the LGB have currently determined to hold 2 FGB meetings a term only).
- Voting on a resolution to remove a governor.
- Voting on a resolution to remove the Chair from office.

Meetings: Minimum of two Full Governing Board meetings an academic term.
Other delegated committees will be set up as and when the need arises.

Terms of Reference on Governing Body matters:

- Conducting the school with a view to promoting high standards of educational achievement.
- Ensuring that the school operates within statutory safeguarding regulations.
- Approving appropriate targets for pupil achievement at Key Stage 1 and 2.
- Monitoring the School Development Plan.
- Monitoring and proposing the school's budget for approval by the Tandridge Learning Trust Board.
- Monitoring the curriculum to ensure it is balanced and broadly based, and in particular that the National Curriculum and religious education are taught, and receiving National Curriculum assessments and examination results.
- Reporting to the Trust Board to ensure the Trust Board is able to fulfil its accountability and governance responsibilities.
- Complying with the responsibilities and accountabilities delegated down to the Local Governing Body as per the approved Scheme of Delegation.

- Responsible, in conjunction with the Trust Board, for the appointment of the head teacher.
- Oversight of staff conduct and discipline.
- Drawing up any action plan required after a statutory inspection in co-operation with the Trust Board.

Approved by the Governing Body on 20.9.2017	
To be reviewed by the Governing Body in September 2018	