**The Governing Body of Sytchampton Endowed Primary School**

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| The governing body needs to take a strategic role, act as a critical friend to the school and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities. |

**Terms of reference:**

- **To agree constitutional matters***, including procedures where the Governing Body has discretion
- To review the constitution of the full Governing Body
- **To hold at least three Governing Body meetings a year***
- **To appoint or remove the chair and vice chair***
- **To appoint or remove a clerk to the Governing body***
- **To establish the committees of the Governing Body and their terms of reference***
- **To appoint or remove a clerk to each committee***
- **To suspend a governor***
- **To decide which functions of the Governing Body will be delegated to committees, groups and individuals***
- **To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Body is necessary***
- To approve the first formal budget plan of the financial year and Pay Policy
- To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- **To review the delegation arrangements annually***

*these matters **cannot** be delegated to either a committee or an individual

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| **Terms of reference agreed by the governing body on (date):** | 22 October 2026 |

**Membership:** As per the Instrument of Government. The clerk to the governors should keep a record of all governor terms of office and when their term is due to expire.

**Disqualification:** As per Regulation 21 and Schedule 6 of the School Governance (England) Regulations 2007.

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| **Chair of the governing body:** | Simon Sharpe |
| **Vice-chair of the governing body:** | Dr Pinky Jain |
| **Clerk to the governing body:** | Elaine Peberdy |
| **Quorum:** (one half of the number of governors currently appointed, rounded up) | 6 Full Governors |