



Jericho Primary School

Children's Well Being Committee Terms of Reference

Purpose of the Committee

- To assist the decision making of the governing body, by enabling more detailed consideration to be given to the best means of fulfilling the governing body's responsibility to ensure sound management of the well-being of all children within the school in particular relation to safeguarding, special educational needs, behaviour and attendance.
- To make appropriate comments and recommendations on such matters to the governing body on a regular basis.
- To ensure statutory requirements in relation to the safeguarding, SEND, behaviour and attendance are met.
- Major issues will be referred to the full governing body for ratification.

Membership

- At least **5** members of the Governing Body. The membership will be agreed annually at the first meeting of the whole governing body in the autumn term. The chair of the committee will be elected by the committee on an annual basis at the first meeting of the committee in the autumn term.
- The quorum for each committee meeting is fixed at **3** governors eligible to vote.
- The committee will meet as often as is necessary to fulfil its responsibilities and at least once each term.
- The clerk to the committee will circulate an agenda for each meeting and papers at least a week before the committee meeting.
- Attendance at each committee meeting, issues discussed and recommendations for decisions will be recorded. The written record will be included on the agenda and papers of the next meeting of the whole governing body. This is to meet statutory requirements, to provide information to the whole governing body and to seek ratification of decisions and recommendations.
- The committee may invite attendance at its meetings from persons to assist or advise on a particular matter or range of issues, including parents and members of the academy staff who are not governors.
- Any governor may attend meetings of committees.
- Only governors who are members of the committee may vote at committee meetings. Where necessary, the elected chair of the committee may have a second or casting vote.

Name of Governor/Associate Member
Leanne Savage (Chair)
Gary Gregg
Natalie Appleton – SEND Governor
Jenny Fishpool (Safeguarding Governor)
Samantha Vaughan
Victoria Monkhouse
Aga Coulson
Supported by Laura Ball (Assistant Headteacher)

Terms of reference:

- Ensure the school is following current policies for SEND and Child Protection and Safeguarding.
- The school is carrying out its duties to safeguard the welfare of children at the school;

- Members of staff and volunteers are aware of current practices in this matter, and that staff receive training where appropriate;
- Child protection is integrated with induction procedures for all new members of staff and volunteers
- The school follows the procedures agreed by Cumbria Safeguarding Partnership Board, and any supplementary guidance issued by the Local Authority
- Only persons suitable to work with children shall be employed, or work in a voluntary capacity, in the school working with the staffing committee to ensure this is undertaken appropriately.
- Appropriate disciplinary action is taken where safeguarding concerns about a member of staff are substantiated
- Sufficient resources are available to enable necessary tasks to be carried out properly under inter-agency procedures
- Know of, monitor and evaluate extra-curricular activities that are undertaken at the school.
- Draw up and review a charging and remission policy.
- Monitor and review the SEND provision within the school in consultation with the SENCO
- Review SEND and Safeguarding policies annually.
- Support the writing, consultation, implementation and review of the school's behaviour policy.
- Evaluate and review home/school agreements with staff and parents,
- Set and review annual attendance targets.
- Support the writing, consultation, implementation and review of the schools attendance policy.

These terms of reference agreed :

25/09/2023 at the Governors Full Governing Board Meeting

