



Stretford High School

Learning today, leading tomorrow

TERMS OF REFERENCE FOR THE FINANCE & PERSONNEL COMMITTEE

The Chair, Vice-Chairs of Governors, and the Headteacher, shall be appointed to the Finance & Personnel Committee, and in addition, a minimum of one other governor shall be elected as a member of the committee at the first meeting of the Board of Governors each school year. The Chair of Governors shall chair the Finance & Personnel Committee. The Director of Finance and Director of HR will be appointed as associate members; they shall withdraw from the meeting where necessary. The associate member shall be appointed for the academic year, and shall have voting rights, within the conditions set down in Regulation 11 of the School Governance (Constitution) Refutations 2003.

The quorum for the Finance & Personnel Committee shall be 3 voting members, at least one of whom is not employed at the school. There shall be 3 meetings per year.

OVERALL PURPOSE OF THE COMMITTEE

The overall purpose of the committee is to:

- monitor the school's policies relating to resources issues - finance, personnel and premises
- report to the full Board of Governors on the effectiveness of these policies and to recommend changes as appropriate

In carrying out all its responsibilities the committee must act:

- in partnership with the Headteacher
- in accordance with statutory requirements
- in accordance with any general principles set by the full Board of Governors
- after consulting (where appropriate) staff, parents, students, the LA and relevant organisations /agencies.

OCTOBER 2015