

# Lindow Community Primary School

## Governing Body

### Terms of Reference

## Personal Development, Behaviour & Welfare Committee

### Membership

The committee will consist of the Chair of the Personal Development, Behaviour and Welfare Committee, together with the Headteacher and at least two additional governors.

### Quorum

The committee is quorate if three members are present.

### General Terms

- To act on matters delegated by the full governing body.
- To liaise and consult with other committees where necessary.
- To contribute to the School Development Plan.
- To consider safeguarding and equalities implications when undertaking all committee functions.

### Meetings

- The committee will meet at least once per term.
- The agenda will be set by the chair of the committee, in consultation with the headteacher and chair of governors. Any governor may request that an item be placed on the agenda, subject to prior discussion with the chair of the committee.
- Committee meetings will not be open to the public, but minutes shall be made available. Information relating to a named person or any other matter that the committee considers confidential will not be made available for inspection.
- In the absence of the chair, the committee shall choose an acting chair for that meeting from among their number.
- The committee shall choose a clerk for each meeting from among their number (this cannot be the headteacher).
- The draft minutes of each meeting will be circulated by the chair of the committee and presented at the next ordinary meeting of the full governing body by the chair (or by another member of the committee in their absence).
- Any decisions taken must be determined by a majority of votes of committee members present and voting. No vote can be taken unless a majority of those present are governors.

## Personal Development

To agree the strategy, monitor provision and ensure effectiveness and challenge and hold the school to account for the following:

- Preparation for life and the next stage in their education
- Social, Moral, Spiritual and Cultural Development (including anti-bullying, anti-racism and promotion of British values)
- Healthy lifestyle and healthy eating
- Extra curricula education and school trips and experiences
- Personal development
- Upholding the school values and ethos
- Attitudes to learning

## Behaviour

- To agree the strategy, monitor provision and ensure effectiveness and challenge and hold the school to account for the following:
  - Exclusions
  - Lateness
  - Attendance
  - Behaviour incidents
  - Sanctions applied
- To monitor the implementation and consistent delivery of a robust and practical behaviour policy.
- To ensure that all pupil disciplinary matters are dealt with fairly and consistently and appropriate strategies are applied.

## Welfare

- To ensure that safeguarding is robust, and all necessary training and processes are followed.
- To monitor how the school deals with bullying, racism and equality issues and how they are reported.
- To monitor how well pupils understand online safety and the dangers of inappropriate use of mobile technology and social networking sites.
- To monitor the provision and care for supporting the emotional and social wellbeing of pupils.
- To engage with pupils and support the Student Council.
- To ensure that pupils are appropriately supported during their transition to high school.