

## ST MARTINS SCHOOL

### WELLBEING COMMITTEE TERMS OF REFERENCE AND REMITS

#### The committee will:

- at the first meeting each academic year:
  - review the arrangements for having a Chair
  - review the terms of reference and remits for the committee
- report on matters discussed by the Wellbeing committee to the next meeting of the Governing Board (GB)
- ensure that there is a clerk at each meeting and minutes are produced and distributed at the next FGB meeting.
- hold at least 3 meetings per year.
- operate with a quorum of at least 3 governors.
- To annually undertake monitoring of a safeguarding audit

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| <b>Members of Committee:</b><br>Paul Jeffery<br>Holly Dyer<br>Jeff Howe<br><br><b>Advisor to the Committee:</b><br>Laura Crawford (AHT) | <b>Chair of Committee:</b><br>Paul Jeffery<br><b>Vice Chair:</b> |
| <b>Meeting Dates for Year:</b><br>6 October 2020<br>Future dates to be confirmed  | <b>Quorum:</b><br>3 governors                                    |

| <b>Remit (tasks)</b>   |
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| 1. To ensure that all pupils continue to learn in a happy, safe and caring environment, where relationships are built on mutual respect, and everyone is valued. |
| 2. To ensure that effective policies and procedures are in place and are reviewed in a timely manner.  |
| 3. To ensure that the school meets its statutory responsibilities regarding safeguarding and monitor incidents.  |
| 4. To report back to the Full Governing Body the priorities for the development of Well-Being and Safeguarding.  |
| 5. To monitor the impact of the Well-Being Team.   |
| 6. To review and monitor behaviour and attendance throughout the school.   |
| 7. To link with the Well-Being committee of the School Council   |
| 8. To undertake learning walks – 2 focussed learning walks per year together with member of SLT.   |

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**9.** To ensure that health and safety policy procedures are followed throughout the school, ensuring school is compliant.

**10.** To ensure Risk Assessment procedures are in place and followed throughout the school, ensuring school is compliant.

**11.** To attend appropriate governor training, and to evaluate this training with the Governing Board.

**12.** To monitor the safeguarding action plan.

SIGNED:

DATE: