The Governing Body has established 2 committees to which it delegates day to day responsibility for the oversight of various aspects of running the school:

**RESOURCES Committee (Chair - Mr C O’Connor)**

* Establish, approve, monitor and review within agreed policy review process, policies relating to:
  + Performance Management and development of staff:
  + Personnel including those relating to appointment of staff, health and safety, discipline, grievance
  + Pay Policy for all categories of staff and to be responsible for its administration
  + Allegations of abuse against staff
  + Staff appraisal
* Determine the staffing structure, in consultation with the Headteacher, in relation to the School Improvement & Development Plan and curriculum requirements and, in the light of resources available. Present to governing body for approval;
* Monitor and evaluate the staff development programme in relation to curriculum and professional development needs as identified through performance management procedures and within the context of the School Improvement & Development Plan;
* Oversee the appointment procedure for all staff, having regard to the requirements within Safeguarding Children and Safer Recruitment in Education;
* Keep under review staff work/life balance, working conditions and well-being, including the monitoring of absence;
* Make recommendations on personnel related expenditure;
* Monitor and keep under review specific areas of School Improvement & Development Plan for which the committee has responsibility;
  + Agree and monitor training strategy for teachers, support staff and governors;
  + Consider and report back upon matters as may be delegated or devolved to the committee by the Governing Body\* (see below);
  + Ensure annual pay review is completed.
* Provide guidance and assistance to the Headteacher and Governing Body in all matters relating to premises and physical resources;
* Ensure inspection of the premises and grounds, and prepare a statement of priorities for maintenance and development, taking account of the Local Authority Building Condition Survey report;
* Approve the costs and arrangements for maintenance, repairs, fittings and furniture, and redecoration within the budget allocation and to oversee the preparation and implementation of building contracts**;**
* Establish and keep under review a Building Development Plan;
* Establish, approve, monitor and review, within agreed policy review process, policies relating to:
  + premises/health and safety issues;
  + use of school buildings policy;
  + charging policy;
  + accessibility plan;
* Monitor the school’s compliance with Health and Safety regulations;
* Receive and consider audits of the buildings and fabric and recommend remedial action if required;
* Monitor and review services from external providers and, where necessary, make recommendations;
* Undertake an annual review of all sources of income received by school to ensure fees and charges remain appropriate;
* Establish and keep under review an Accessibility plan;
* Monitor and keep under review specific areas of School Improvement & Development Plan for which the committee has responsibility;
* Ensure extended services provided at the school are appropriate to the community and are managed effectively;
* Report to the governing body on the effectiveness of the extended services and recommend changes as appropriate;
* Act in accordance with statutory requirements;
* Consult with staff, parents, pupils, Local Authority, Archdiocesan Authorities, relevant organisations/agencies as appropriate;
* Keep under review service level agreements and service specifications;
* Monitor impact of service level agreements and recommend any changes to the governing body/planning group as appropriate.

**Standards Committee (Chair – Fr D Potter)**

* Consider and advise the governing body on standards and school performance and other matters relating to the school’s curriculum, including statutory requirements;
* Ensure national curriculum is in place;
* *Establish, approve, monitor and review, within agreed policy review process the following policies:*
  + The school’s Curriculum Policy (on an annual basis);
  + Pupil health, safety and welfare (including safeguarding and child protection);
  + Behaviour and discipline;
  + Collective worship;
  + Provision for equal opportunities, Racial Equality, disability equality and gender equality
  + Identification, assessment and provision for pupils with special educational needs
  + Child protection in accordance with statutory requirements and DfE and Local Authority advice and to ensure the policy is communicated to staff and parents;
  + Home/school agreements;
  + Exclusions;
  + Complaints procedure;
  + Prospectus;
  + Target setting;
* Monitor implementation and evaluation of policies for individual subjects (*there is no requirement for policies for individual subjects to be approved by the governing body however, the governing body should ensure through the Headteacher, that policies are drawn up and put into practice in line with the aims, values, ethos and school development plan agreed by the governing body and in accordance with statutory requirements);*
* Approval of all school trips involving an overnight stay away from home *(this may be incorporated into full Governing Body terms);*
* Monitor pupil achievement against published targets;
* Ensure that the school designates members of staff to be responsible for co-ordinating child protection and Looked After Children within the school and for liaising with outside agencies and to receive appropriate training;
* Consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant committees or the governing body;
* Make arrangements for the governing body to be represented at School Improvement discussions with the Local Authority and for reports to be received by the governing body;
* Oversee arrangements for individual governors to take a leading role in specific areas of provision, e.g. SEN, Literacy, Numeracy. To ensure regular reports are received and reported to the governing body;
* Through the Headteacher, monitor and evaluate the effectiveness of teaching and learning in delivery of the curriculum;
* Through the Headteacher, monitor and evaluate the effectiveness of SEN provision;
* Consider school performance data and agree\* or recommend\* school targets for pupil attainment to the governing body. \*(depends on whether GB delegates authority to committee);
* Keep under review the Healthy Schools initiative and ensure Government standards for food in schools are met;
* Ensure there are rewards systems in place which impact positively on achievement and behaviour;
* Monitor pupil attendance and absence rates against agreed targets, pupil exclusion rates and to consider strategies to improve them;
* Review annually (in conjunction with the Headteacher) the effectiveness of the school’s policies in relation to personal development and well-being and to report the results of the review to the governing body, including any recommendations for policy changes and priorities for the next School Improvement & Development Plan;
* Actively seek the views of learners and parents/carers and of the school’s stakeholders and partners in order to inform the governing body and Headteacher in their decision making about the way the school is conducted;
* Have oversight of the development of and to monitor extended school provision and to report to the governing body with recommendations (including impact against pupil achievement);
* Be responsible for primary/secondary liaison (as appropriate) and, if appropriate further education liaison and for education/industry links;
* Review annually in conjunction with the Headteacher the effectiveness of the school’s policies in relation to the views of learners, parents/carers and other stakeholders and partners and to report the results of the review to the governing body, including any recommendations for policy changes and priorities for the next School Improvement & Development Plan;
* Be responsible for addressing issues of relationships with the community and issues of promoting the school;
* Monitor and keep under review specific areas of School Improvement & Development Plan for which the committee has responsibility;
* Consider and report back upon matters as may be delegated or devolved to the committee by the Governing Body.

**Admissions Committee (sub group of FGB: Chair – Fr David Potter)**

* Determine offers of places for the annual admissions round in the light of the governors’ admissions policy and within the timescales and procedures of the Authority’s co-ordinated scheme;
* Determine offers of places to ‘mid-term’ applicants in the light of the governors’ admissions policy and requirements of the Authority’s co-ordinated scheme;
* Review the Governing Body’s admissions policies annually and make any recommendations for change to the whole Governing Body;
* Ensure publication of the school’s Admissions Arrangements in the School Prospectus and/or on-line as required by regulation and Codes of Practice;
* Ensure that the consultation process is carried out in accordance with guidance contained in the School Admissions Code of Practice;

Ensure that admission appeals are held according to timescales in the Code of Practice and that appropriate case papers are produced as required.