

**Hayesfield School**  
**Governors' Welfare and Guidance Committee**  
**Terms of Reference: 2009 Version**

**Purpose and Scope**

The purpose of this Committee is to discharge personal development and well being responsibilities and functions delegated to it by the Governing Body.

**Responsibilities**

- To provide the Governing Body with a lead on the strategic planning of the school welfare and guidance provision
- To ensure the school operates within the statutory guidelines of Every Child Matters, Attendance and Child Protection Legislation
- To advise the Governing Body on priorities, including, Healthy Schools, Attendance, Behaviour and Safety
- To keep under review the Governing Body's Equality and Diversity Policy and make recommendations for revisions
- To ensure the school develops a clear strategy for engaging key stakeholders (students, parents and wider community)
- To monitor attendance and punctuality in accordance with the school policy
- To monitor and revise Anti Bullying, IAG and Behaviour for Learning policy and practice

Date terms of reference agreed by the Welfare and Guidance Committee: 24<sup>th</sup> February 2009

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Date terms of reference Agreed by Full Governing Body: 10<sup>th</sup> March 2009

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**Membership:** Any Governor appointed by the Full Governing Body. In addition any Governor is welcome to attend this Committee as an observer.

**Quorum:** The Quorum for this Committee shall be any four governors of which at least two will be non staff governors.

Chair of Committee: Frank Longstreth. Date appointed 21.10.08

Last Reviewed: February 2009

Next Review: September 2009