

Governing Body Committee: Community and Welfare

Terms of Reference, Calendar of Responsibilities & Sources of Evidence

Areas of Responsibility		
<ul style="list-style-type: none"> • Admissions Policy and related issues • Attendance • Participation in community activities • Relationships with other schools, colleges, nurseries, playgroups and in the workplace • Communication with parents • Child Protection and Safeguarding • Staff well-being • Children Looked After and Previously Looked After 	<ul style="list-style-type: none"> • Behaviour • Complaints • Extra-Curricular activities • MOSAICS (St Mark's Out of School Care Scheme) • Links with Natland and Oxenholme Pre-School @ St Mark's (development and impact on school) • Development of Governor-led nursery provision (Spring 2021) • Church school distinctiveness and SIAMS matters • Views of parents • School Direct and partnership with University of Cumbria 	
Autumn term	Spring term	Summer term
<ol style="list-style-type: none"> 1. Election of officers 2. Review the committee's terms of reference 3. Review Schools admission policy ready to submit to LA any changes 4. Review and update school prospectus and website 5. Review, monitor and evaluate Schools visit procedure and policy 6. Review schools communication with parents/carers 7. Review Governance communication with parents 8. Review welcome letter/pack to new parents 9. Consider meeting with school council 10. Arrange to visit MDS staff 11. Nominate Governor with responsibility for Child Protection and link (training) Governor 12. Review, monitor and evaluate liaison with local community/parish 13. Review Home – School agreement 14. Review Accessibility Policy 15. Monitor and evaluate Whistle blowing policy 16. Highlight student visits and teaching practices 17. Safeguarding 18. Attendance 	<ol style="list-style-type: none"> 1. Review Collective Worship policy 2. Review/evaluate relevant aspects of School Improvement Plan 3. Review/evaluate PHSE policy and practice 4. Review, monitor and evaluate relevant Health & Safety issues for this committee (School entrance, parking, disabled facilities etc.) 5. Review/evaluate Equality & Diversity Policy 6. Review Data protection policy 7. Review/evaluate policy regarding pupils with significant medical conditions 8. Review/evaluate and update E-safety policy 9. Arrange meeting with child protection nominated teacher/SENDCo 10. Review communication with outside/sourced agencies 11. Review Sex and Relationships education policy and procedure 12. Children Looked After (CLA) and Previously Looked After: update on provision, CLA SEF 13. Safeguarding 	<ol style="list-style-type: none"> 1. Review Behaviour policy and procedures 2. Arrange an 'ethos' audit 3. Review aspects relevant to the committee on the School Improvement Plan 4. Review committee's area of the school risk audit 5. Review/evaluate the Complaints Policy and procedure 6. Arrange GB representation at new parent/Pupil pre admission visits 7. Draft letter to thank the PTA Committee 8. Review/evaluate before and after School provision 9. Review/evaluate liaison with Nurseries and secondary Schools 10. Review/evaluate quality of cleaning and caretaking arrangements 11. Clarify arrangements for any club activities during summer break 12. Conduct Committee audit 13. Safeguarding 14. Ensure space for AOB
Possible sources of Evidence		

