BOSWORTH ACADEMY People and Stakeholders Remit



Documentation Information			
Reviewed By	People and Stakeholders Committee	Responsibility	People and Stakeholders Committee
Last Reviewed	February 2013; January 2014; Spring Term 2015, Spring Term 2016	Next Review	Spring Term 2017
Review Cycle	Annual	Ratified by FGB	23 rd June 2016

Membership

•	Core	At least three governors
•	COLE	At icast till cc governors

• Chair To be elected from above Governors

• Co-option Appropriate member(s) of SLT (to be decided prior to the meeting

according to the needs of the agenda)

Quorum Minimum of 3 (50% of committee governors)

Frequency At least once a term of meetings

• Agendas/Minutes Will be circulated to Governors within 7 days of meetings

• Clerk To convene meetings of the committee; attend meetings of the

committee and ensure minutes are taken; forward minutes to the committee within one week, onto the Intranet within one week of being agreed and signed (i.e. next meeting)and; perform such other functions with respect to the committee as may be determined by the governing body from time to time.

Delegated Powers

The People and Stakeholder committee are responsible for ensuring that:

This committee is responsible for providing strategic guidance on all matters relating to people and stakeholders: fulfilling this role and that of a critical friend by undertaking the key responsibilities as defined below. To this end, the committee shall

- Monitor attendance of staff and students
- Receive and respond to complaints
- Ensure that procedures are followed in relation to disciplinary hearing
- Oversee pay and performance management
- Seek the views and opinions of stakeholders, namely parents, students, staff and members of the wider community, Parents and Friends committee
- Ensure that those views are responded to or acted upon wherever appropriate
- Where possible use creative methods to elicit the views of stakeholders
- Wellbeing of disadvantaged children

BOSWORTH ACADEMY People and Stakeholders Remit



Monitoring

The tools that the People and Stakeholder committee will use to monitor their responsibilities with regard to People and Stakeholders shall include:

- A programme of focused academy visits.
- Receiving reports and information from the SLT.
- An awareness of specific issues or proposals as relevant.

Policies

The People and Stakeholders Committee are responsible for updating and maintaining the following policies (see Policy Log for full details)

Responsibilities include reviewing the following policies including:

Student related policies:

- Attendance and Attendance Targets
- Admissions
- Anti-bullying
- Behaviour to include Discipline and Exclusions
- Drugs
- Home/school agreement

All staff related policies including:

- Appointments
- Capability
- Complaints
- Staff discipline, conduct and grievance
- Pay
- Performance management

Equal opportunities

And any new policies that fall under the remit of this committee.

Resources for the committee

The governing body shall appoint a clerk to service the committee

Terms of Reference

The terms of reference of the People and Stakeholder committee are determined by:

- All current DCSF guidance and documents on governorship
- Guidelines set down by the Governing Body.