

Performance Committee Terms of Reference



Duration: 1 hour

Frequency: 3 times per year

Location: School

Responsibility for the Executive Head teachers performance and pay has been delegated by the Governing Body to the Performance Committee.

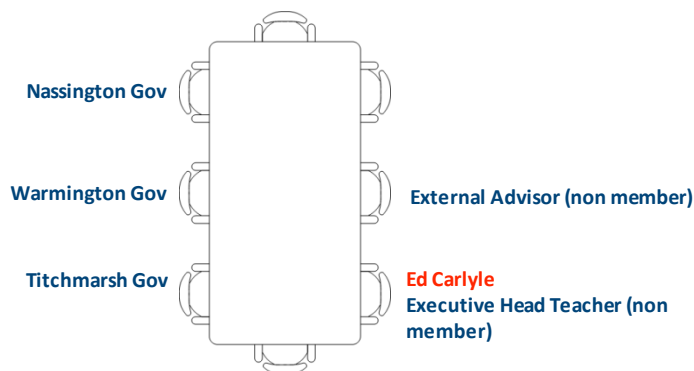
The primary role of the Performance Committee is as follows:

1. To set objectives for the Executive Head teacher
2. To review the Executive Head teacher performance against objectives on a termly basis
3. To carry out the appraisal of the Executive Head teacher; review and approve the appraisals for the Leadership Team
4. To ensure that there is a succession plan which enables the school to sustain effective Leadership Team and Finance Manager performance
5. Review and make recommendations of pay remuneration of the Executive Head to the Resources Committee

In addition the Performance Committee shall

1. Review the performance, membership and development of the Governing Body in the context of 'Key Characteristics of Effective Governing Bodies' ('School Governance - Learning from the Best', Ofsted, 2011)
2. To appoint and work with the School Improvement Advisor and other consultants as required;
3. To observe all relevant statutory and regulatory requirements

Membership:



Quorum is 4 members.

Membership

The committee shall consist of at least 3 governors. The committee will seek professional or other advice as appropriate. The Executive Head and External Advisor are not members of the committee in respect of approval or decisions

Chair

The chair (not an employee) will be appointed by the committee annually who is responsible for ensuring the committee has agendas relevant to achieving its remit, and reports the key decisions taken by the committee to the next full Governing Body meeting.

Clerk

The committee will ensure that minutes are produced. A verbal summary to be provided by Committee Chair to the the full Governing Body.

Quorum

A Governor from each school and the Executive Head are required to be present.