

HARTFORD CHURCH OF ENGLAND HIGH SCHOOL

WELFARE COMMITTEE

Membership of the committee will be no fewer than 3 governors, plus the Headteacher or Headteacher's delegate.

The quorum for each meeting shall be 3 governors.

The committee is to meet termly (three times per year) and otherwise as required, using the terms of reference as a guide to agenda setting.

The committee is to report to each meeting of the full governing body.

The committee clerk will be responsible for arranging meetings, taking and distributing the minutes (together with other relevant papers) and following up agreed actions.

The committee has delegated power to make its own decisions on behalf of, and without referral to, the full governing body, except where the subject matter requires full governing body consideration by law or in accordance with the school's established scheme of delegation.

TERMS OF REFERENCE

To take the lead on:

- ensuring the health, safety and well-being of staff and pupils, including e-safety .
 - Equality Act 2010.
- overcoming barriers to learning
- parental and community liaison
- setting priorities for improvement and monitoring and evaluating the impact of improvement plans which relate to the committee's area of operation

To accept full delegated responsibility for the discharge of the following duties:

- To agree annual attendance targets and monitor progress towards achieving these
- To systematically gather the views of stakeholders and report on these, in order that outcomes are effectively used to inform planning
- To fulfil the statutory duties regarding pupil exclusions:
 - To review the use of exclusion within the school
 - To consider the views of the parent(s) of an excluded pupil
 - To decide whether or not to confirm exclusions in accordance with DfE guidelines (Note : Staff Governors cannot take part in this exercise)
- To monitor and evaluate:
 - the impact of the school's punctuality, attendance and behaviour policies
 - the quality of the school's provision for personal development and well-being
 - the effectiveness of care, guidance and support for learners
 - the extent to which pupils feel safe

Approved at Full Governors 27th September 2022. To be Adopted by Welfare Committee 11th October 2022

- the extent to which pupils adopt healthy lifestyles
- the extent to which pupils contribute to the school and wider community
- the extent to which pupils develop workplace and other skills that will contribute to their future economic well-being
- the extent of pupils' spiritual, moral, social and cultural development
- the effectiveness with which the school promotes equal opportunity and tackles discrimination
- the effectiveness of safeguarding policies and procedures and ensure that the school complies with all health and safety and other safeguarding regulations (including child protection and safe recruitment)
- developing and reviewing policies identified within the school's policy review programme and in accordance with its delegated powers:

Policy Name	Review Frequency	Date of Last Review
Admission & Attendance Registers	Every three years	April 2021
Anti-Bullying	Every three years	October 2020
Attendance & Truancy	Every three years	October 2020
Statement of Behaviour Principles	Every three years	October 2020
Behaviour & Discipline (including Code of Conduct)	Every three years	March 2021
E-Safety	Annually	April 2022
Home-School Agreement	Every three years	February 2019
Medical & First Aid	Every three years	April 2021
Safeguarding & Child Protection	Annually	September 2022
Substance Abuse (Drugs)	Every three years	April 2021
Uniform	Every three years	May 2021