



**GOVERNING BODY**

**TERMS OF REFERENCE**

**REVIEWED BY FGB**

**UPDATED BY FGB: OCTOBER 2025**

**MINUTE NUMBER APPROVAL FGB : OCTOBER  
2025 : 2098**

**NEXT REVIEW DATE : JULY 2026**

## **The Governing Body of Hadfield Infant School**

*The Governing Body needs to take a strategic role, act as a critical friend to the School and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities*

### **TERMS OF REFERENCE**

1. To agree constitutional matters\*, including procedures where the Governing Body has discretion
2. To recruit new members as vacancies arise and to appoint new governors\* where appropriate
3. To hold at least three Governing Body meetings a year\*
4. To appoint or remove the Chair and Vice Chair\*
5. To appoint or remove a Clerk to the Governing Body\*
6. To establish the committees of the Governing Body and their terms of reference\*
7. To appoint the Chair of any committee (*if not delegated to the committee itself*)
8. To appoint or remove a Clerk to each committee\*
9. To suspend a Governor should this be required\*
10. To decide which functions of the Governing Body will be delegated to committees, groups and individuals\*

11. To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Body is necessary\*
12. To approve the first formal budget plan of the financial year
13. To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
14. To review the delegation arrangements annually\*
15. Any items which individual governing bodies may wish to include

*\*these matters cannot be delegated to either a committee or an individual\**

Membership – As per the Instrument of Government

Disqualification – as per Regulation 20 and Schedule 6 of the Constitution Regulations

<b>NAME OF GOVERNOR</b>	<b>CATEGORY</b>	<b>END OF TERM OF OFFICE</b>
Frankie Dodd	Head Teacher	Ex- Officio
Aileen Wilson	Co-opted	23-09-2028
Kath Holtom	Local Authority	30.10.2028
Catherine Ward	Co-opted	20-09-2027
Neil Studd	Parent	23-9-2028
Keith Walker	Co-opted	19-05-2026
Joanne Lowe	Staff Governor	23-09-2028
Cilla Hollman	Co-opted	23-07-2027
Elle Pendlebury	Parent Governor	05-10-2029
Gill Cross	Co-opted	09-12-2026
Jenna Bardsley	Co-opted	19-07-2029
Marta Maruszewska	Parent Governor	05-10-2029

<b>Chair of the Governing Body</b>	<b>Kath Holtom</b>
<b>Vice Chair of the Governing Body</b>	<b>Jenna Bardsley</b>
<b>Clerk to the Governing Body</b>	<b>Melanie Wilkinson</b>
<b>Quorum</b>	<b>One half of the number of Governors in post</b>

**GOVERNOR ATTENDANCE FIGURES 2024-2025****Kath Holtom (LA)**

Attendance at Meetings 24-25

FGB 4/4 RMC 4/4 TLC 3/3 Curriculum Presentations

**Jenna Bardsley (Parent)**

Attendance at meetings 24-25

FGB 4/4 TLC 3/3 HTPM-2 Curriculum Presentations

**Aileen Wilson (Co-opted)**

Attendance at meetings 24-25

Meetings FGB 4/4 TLC 3/3 Curriculum Presentations

**Joanne Lowe (Staff)**

Attendance at meetings 24-25

Meetings FGB 4/4 TLC 3/3 Curriculum Presentations

**County Councillor Becki Woods (Co-opted)**

Attendance at Meetings 24-25

FGB 2/4 (Via Teams) RMC 2/4 (Via Teams)

**Keith Walker**

Attendance at Meetings 24-25

FGB 4/4 RMC 4/4

**John Pasiecznik (Co-opted)**

Attendance at Meetings 24-25

FGB 2/4, RMC 3/5 TLC 3/3 Curriculum Presentations

**Cilla Holman (Co-opted)**

Attendance at Meetings 24-25

FGB 4/4, TLC 3/3 HTPM2 Curriculum Presentations

**Neil Studd (Parent)**

Attendance at Meetings 24-25

FGB 4/4 TLC 3/4 Curriculum Presentations

**Catherine Ward (Parent) Attendance at Meetings 24-25**

FGB 4/4 RMC 3/4 HTPM2

**Councillor Gill Cross (Co-opted) Attendance at Meetings 24-25**

FGB 1/4 TLC 1/4 Illness and Hospitalisation

**Francesca Dodd (Headteacher)** has attended all meetings of the Governing Body 2024-25  
Governors have also attended Curriculum Link Meetings with relevant staff and school events