



The Governing Body of Higham Ferrers Nursery and Infant School

Behaviour, Attitudes and Personal Development Committee

Terms of Reference 2023-2024

Focus

Committee's focus is on safeguarding, pupil welfare, anti-bullying, community involvement, pupil voice, accidents, risk assessments, health and safety of premises.

Membership

- The membership of this committee will be not less than three Governors.
- The committee may make recommendations to the Governing Body for co-option of associate members of the Governing Body.

Quorum

The quorum shall be a minimum of two Governors. If membership reaches more than seven then the quorum shall be one half of that number.

Meetings

- The committee will meet a minimum of three times per year.
- The committee can meet as many times per academic year as is required to discharge it's duties.

The committee will:

1. Appoint a Chair and Vice Chair at the first meeting of every year.
 2. Support and challenge the Headteacher to deliver the Behaviour and Welfare School Development objectives.
 3. Minimum of 2 visits per committee per academic year to fulfil statutory duties.
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Terms of Reference

Behaviour and Safety of Pupils

1. Ensure the school complies with all Safeguarding procedures.
2. Annually review all policies relating to this committee.
3. Provide support to any Pupil Disciplinary panel.
4. Monitor and review pupils conduct and attitude in lessons and around the school towards learning, adults and each other.
5. Monitor and review pupil attendance.
6. Monitor and review levels of wellbeing and attitudes of the children.
7. Monitor SMSC across the school and its impact on pupils.

Community Involvement & Pupil Voice

1. Meet with the School council at least once per year.
2. Encourage the representation of the Governing Body at school and community events.

Accidents, Risk Assessments, Health and Safety and Premises

1. Ensure and support the school to comply with the requirement of the Health and Safety at Work Act 1974, The Management of Health and Safety at Work Regulations 1999, and The Education (School Premises) Regulations 1999.
2. Regularly monitor accident data.



Higham Ferrers Nursery and Infant School

Together, we enjoy learning in a happy, caring and friendly environment.

Address: Wharf Road, Higham Ferrers, Northants, NN10 8BQ

Headteacher: Mrs L Ward | **Clerk to Governing Body:** Miss G Wright | **Telephone:** 01933 312904

3. Regularly monitor the "Management of Fire Precautions procedures and records" file.
4. Undertake a school H&S inspection walk (to consider issue of H&S, Fire and evacuation, Legionella Management and identify area for property maintenance/improvement). Report findings / recommendation to School Business Manager and FGB.

Safeguarding

1. Ensure that at least 2 Governors are safer recruitment trained.
2. Regularly monitor the Single Central Record.
3. Review the Section 11 audit or similar to ensure that our school is complying with the latest safeguarding practice.
4. Be aware of the latest safeguarding documents and ensure the school is implementing them.
5. Monitor the training for the Designated Safeguarding Leads in our school as well as staff safeguarding training.
6. Two Governors (one from this committee, plus one other) to regularly meet with the DSL (and via Committee meetings) to monitor the quality of the safeguarding practices in our school including:
 - Policies
 - Systems and Procedures
 - Have an understanding of how child protection records are kept
 - How many cases are referred to MASH
 - How many Early Help Assessments are active
 - How many EHCP's we have in school
 - Broadly, which are the main areas of concern for referrals and is there a trend?

Date: 23/11/2023

**Signed (Chair of Personal Development, Behaviour and Attitudes Committee):
H.Robbins**

Approved by the Governing Body - Signed (Chair of Governors): H.Robbins