John Perry Primary School

Strategy Planning Committee
Terms of Reference

Membership
The Strategy Group shall determine, and review annually at the first meeting of the school year, the establishment of terms of reference, constitution and membership of the group.

Currently, the Head Teacher, Chair of Governors and Vice Chair of Governors are members of this group.

Chairing
The Chair of the group is the Chair of Governors.

Attendance
Members of the group have a right to attend meetings. The governing body or Strategy Group may invite additional governors and members of the school's Strategic Leadership Team (SLT) to attend.

Quorum
The quorum for meetings is two governors who are members of the group. The Strategy Group shall not meet without the Head Teacher, or a substitute nominated by the Head Teacher, being present.

Meetings
The committee shall meet at least *once* a half term and more often if required.

Clerking
Members of the group will share responsibility for taking and producing minutes of the meetings.

Strategy Group – Main Purpose

The main aim of the Strategy Group is to ensure the effective and efficient working of the Full Governing Board, key committees and individual link governors to make sure the Governing Board fulfils its three core functions of:

- Ensuring the school has clarity of vision, ethos and strategic direction;
- Holding the Head teacher to account for the educational performance of the school and its students;
- Overseeing the financial performance of the school and making sure its money is well spent;

The Strategy Group also serves to fulfill requirements in relation to Head Teacher appraisal.

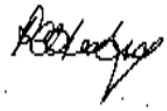
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The Strategy Group is a planning and development group, not a decision making body.

- Propose decision making processes in relation to strategic decisions, and where appropriate delegate decisions to appropriate committees.
- Agree the termly agendas for meetings of the Full Governing Board.
- Review and update the Governing Board's Action Log in advance of Full Governing Board meetings.
- Propose a work plan for each committee and link governor, in line with school development priorities and the Governing Board's own action plan.
- Oversee and co-ordinate the training and development of the Governing Board. Key tasks may be delegated to other committees or link governors.
- Evaluate the effectiveness of the Governing Board and use this information to inform next steps.

Document Management:
This document was adopted / reviewed and approved on 10 October 2024 and is subject to annual review.

Signed by:



Mrs Pat Harvey
Chair of Governors: **Date:** 10/10/2024