

9-11-17

Health, Safety and Buildings Sub-committee

Membership to be a minimum of 5 – Quorum 3

Membership of the Committee

Chair, Vice Chair and at least 3 other governors

The Committee will meet at least termly

Terms of reference

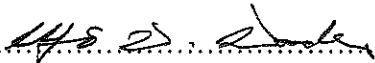
1. To review regularly the condition of the Federation's buildings and to have particular regard to Health and Safety Regulations
2. To make reference to the Governing Body regarding issues of Health and Safety
3. To pay due regard to the Health and Safety issues relating to school trips and other off-site activities that occur within the delivery of the curriculum
4. To receive reports from the Executive Head Teacher on Health and Safety related matters
5. To review and monitor risk assessment procedures within the Federation
6. To receive reports from Federation's Health and Safety representatives as and when necessary
7. To make recommendations to the full governing body relating to the upkeep and development of the buildings and school sites.
8. To perform the duties of accepting Non-Statutory Policies on behalf of the Governing Body.
9. For the Chair to take any urgent actions / decisions as required by the Executive Head.

Committee Chair

The committee chair will be responsible for ensuring that :

1. Meetings are called and conducted under the same rules which apply to the full Governing Body
2. The Committee will meet at least once per term
3. All meetings will be minuted and will have an agenda circulated 7 days before the meeting.
4. The Committee will discharge its responsibilities as set out in the remit
5. The Committee will work closely with the Federation's Leadership Team
6. Urgent actions outside the meeting to be taken by the Chair in consultation with the Executive Head

Discussed and agreed on 9-11-17

Signed..........

Date.....15th Feb.....2018.....