

Windmill Hill Wellbeing & Engagement Committee – Terms of Reference

Membership	Frequency of Meetings
<ul style="list-style-type: none"> ▪ Not less than three Governors and the Headteacher. ▪ The quorum for meetings is three. ▪ Membership to include those with related lead responsibilities and link roles. ▪ Other Members of the Leadership Team or other staff to attend or provide information as directed. ▪ Other Governors may be asked to join the Committee to support its work as necessary. ▪ The Chair of Governors may attend appropriate meetings in an ex-officio capacity. 	<ul style="list-style-type: none"> ▪ At least termly. ▪ Additional meetings as required in response to any urgent operational business, with the agreement of the Committee Chair and Headteacher.
Duties	
<p>To oversee the wellbeing of pupils and the school’s engagement with pupils, parents, other schools and the local community; to advise the Governing Body on the relevant strategies, plans and priorities; to monitor delivery and impact, and to ensure that the necessary work programmes are in place to enable children to stay safe, healthy and confident.</p>	
Specific Responsibilities	
<p>The Wellbeing & Engagement Committee is authorised by the Governing Body to carry out the following, in a manner the Committee considers appropriate, and to approve school policies as delegated to it by the Governing Body, seeking professional or other advice which the Committee may consider necessary:</p>	
<p>Behaviour and Discipline - to oversee the school’s behaviour and discipline policies and monitor their effectiveness in supporting a positive learning environment.</p>	<p>Safeguarding - on behalf of Governors, to ensure that the school’s Safeguarding policies and procedures are being implemented in line with statutory requirements.</p>
<p>Attendance – to oversee the school’s attendance policy, agree attendance targets and related action plans and monitor performance.</p>	<p>SMSC – to monitor and receive reports on the spiritual, moral , social and cultural development of pupils, including SRE, ensuring that children are well prepared to respect others and contribute to wider society and life in Britain; to ensure the promotion of British values.</p>
<p>Health Promotion– to ensure that children know how to keep themselves physically and emotionally healthy and understand the benefits of exercise and healthy eating.</p>	<p>Inclusion – to oversee the school’s equality and inclusion policies and monitor their effectiveness in ensuring diversity is embraced and gaps in achievement narrowed</p>
<p>Communications – to ensure that the school has effective channels of communication with parents and stakeholders; to ensure that the website meets required standards and is kept up-to-date.</p>	<p>Consultation, Feedback and Engagement– to ensure that the views of parents and pupils are regularly sought through a variety of means (e.g. surveys, Parent Forum, School Council etc.) and appropriate actions are taken as a result; to support the school in its efforts to get involved with the local community.</p>
<p>Complaints – on behalf of the Governing Body, receive reports on complaints, ensuring that appropriate action is taken and lessons learned.</p>	<p>Working with other Schools – to oversee the way that the school engages with and learns from other schools in the locality.</p>
	<p>Urgent Matters – to take urgent decisions on behalf of the Governing Body in respect of such other business matters as may be referred to it.</p>