

ST THOMAS THE APOSTLE COLLEGE GOVERNORS



Dated: Apr 2023

	Name	Type	Term of Office	Appointed By	Business Interests	Governance roles at other educational institutions	Relevant business and pecuniary interests
1	Mr Joseph Reed, Chair	Foundation	16-09-2022 to 15-9-2026	GB/Board	None	None	None
2	Mr John O’Gorman, Vice Chair	Foundation	21-6-2021 to 20-6-2025	GB/Board	None	None	None
3	Mr James Tallon	Foundation	1-9-2022 to 31-8-2026	GB/Board	None	None	None
4	Mr Frances Goggins	Foundation	2-2-2021 to 3-2-2025	GB/Board	None	None	None
5	Ms Patricia Obano	Foundation	21-6-2021 to 22-6-2025	GB/Board	None	None	None
6	Mr Sean Callaghan	Foundation	23-2-2023 to 22-2-2027	GB/Board	None	None	None
7	Fr Raymond Abuga	Foundation	25-5-2021 to 24-5-2025	GB/Board	None	None	None
8	Mr Amal Agastin	Foundation	8-3-2022 to 7-3-2026	GB/Board	None	None	None
9	Vacant	Foundation					
10	Vacant	Foundation					
11	Mrs Joanne Chandler	Parent	8-4-2021 – 7-4-2025	GB/Board	None	None	None
12	Ms Adeshola Adejuyigbe	Parent	8-4-2021 – 7-4-2025	GB/Board	None	None	None
13	Mr Eamon Connolly	Headteacher	10-02-2015 to date	GB/Board	None	None	None
14	Mr Sunil Collett, Deputy Head	Teaching Staff	15-10-2021 to 14-10-2025	GB/Board	None	None	None
15	Mrs Sandra Eyakware	Co-Opted	14-10-2020 to 13-10-2024	GB/Board	None	None	None
16	Vacant	Co-opted					
17	Vacant	Co-Opted					
18	Vacant	LEA					
19	Mr Serge Cefai	Executive Head		GB/Board	None	Yes	None
20	Miss Charlotte Eels	Clerk	01-09-2022 to date	GB/Board	None	None	None

The Governing Body

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:

- To agree constitutional matters*, including procedures where the Governing Body has discretion
- To recruit new members as vacancies arise and to appoint new governors* where appropriate
- To hold at least three Governing Body meetings a year*
- To appoint or remove the Chair and Vice Chair*
- To appoint or remove a Clerk to the Governing Body*
- To establish the committees of the Governing Body and their terms of reference*
- To appoint the Chair of any committee (*if not delegated to the committee itself*)
- To appoint or remove a Clerk to each committee*
- To suspend a governor*
- To decide which functions of the Governing Body will be delegated to committees, groups and individuals*
- 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*
- To approve the first formal budget plan of the financial year
- To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- To review the delegation arrangements annually*

Finance Committee

Terms of reference:

1. In consultation with the Headteacher, to draft the first formal budget plan of the financial year
2. To establish and maintain an up to date 3 year financial plan
3. To consider a budget position statement including virement decisions at least termly and to report significant anomalies from the anticipated position to the Governing Body
4. To ensure that the school operates within the Financial Regulations of the Local Education Authority
5. To monitor expenditure of all voluntary funds kept on behalf of the Governing Body
6. To annually review charges and remissions policies and expenses policies.
7. To make decisions in respect of service agreements
8. To make decisions on expenditure following recommendations from other committees
9. To prepare financial statements for inclusion in the governing body report to parents
10. To ensure, as far as is practical, that Health and Safety issues are appropriately prioritised
11. To determine whether sufficient funds are available for pay increments as recommended by the Headteacher
12. In the light of the Personnel Committee's recommendations, to determine whether sufficient funds are available for increments

Chair of the Committee	Sean Callaghan
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Committee
James Tallon
John O’Gorman
Joseph Reed
Eamon Connolly
Serge Cefai

Personnel Committee

Terms of reference:

1. To determine staffing levels and management structure.
2. To provide support, guidance and accountability for the Headteacher on all personnel matters.
3. To consider the Headteachers' recommendations on teachers' salaries in line with the School Pay Policy.
4. To review the School Pay Policy and its implementation in line with DfE regulations and guidelines, refer any financial implications to the Finance Committee, and report back to the governing body.
5. To support strategic planning for internal promotions and permanent staffing posts.
6. To report to the governing body on decisions taken by the Committee in the exercise of any delegated powers.
7. To review the Appraisal Policy and its implementation in line with DfE and local authority regulations and guidelines and report back to the governing body.
8. To oversee the appointment procedure for all staff.
9. Ensure policies are in place for staff discipline, grievance and capability
10. To keep under review staff work/life balance, working conditions and well-being, including the monitoring of absence.
11. To ensure proper arrangements are in place to consider any appeal against a decision on pay issues.

* The Headteacher Performance Review Group could be formed from this committee, but its members should have received the appropriate training.

Disqualification –

Any relevant person employed to work at the school other than as the Headteacher, when the subject for consideration is the pay or performance review of any person employed to work at the school

Chair of the Committee	Vacant
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Committee
Sean Callaghan
Joseph Reed
James Tallon
Fran Goggins
Patricia Obano
John O’Gorman
Eamon Connolly
Serge Cefai

Pay Committee

Terms of reference:

Appraisals

- All appraisal recommendations will be presented to the Pay Committee. The Committee having considered the recommendations of the Reviewer, will provide in writing its decision, to each teacher.

Pay Decisions

- All decisions must reference back to School Teachers Pay and Conditions Document.

Discretionary elements in Teachers' pay

- Pay Committee should clearly state whether discretionary allowances are paid and rationale for this, since discretionary elements are contentious
 - e.g. experience points for non teaching – amounts / rationale
 - Recruitment and Retention incentives and benefits
 - INSET allowances
 - Acting Allowances
 - School Achievement award scheme

Support Staff Pay

Appeals

- Define the procedure and who is responsible
- Appeals against targets and objectives
- Appeals against withholding of increments

Chair of the Committee	Vacant
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Committee
Sean Callaghan
James Tallon
Joseph Reed

Headteacher's Performance Review Group

Terms of reference:

1. To arrange to meet with the External Adviser to discuss the Headteacher's performance targets
2. To decide, with the support of the External Adviser, whether the targets have been met and to set new targets annually
3. To monitor through the year the performance of the Headteacher against the targets
4. To make recommendations to the Finance Committee in respect of awards for the successful meeting of targets set

Chair of the Group	Vacant
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Review Officer	Alastair Wilson
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Committee
Serge Cefai
Joseph Reed