**Management Committee of Perryfields Primary PRU – 2019-2020**

Perryfields Primary PRU is a mainstream school and is reconstituted in line with the Statutory Guidance on 06.02.2014 there are 11 Governors appointed:

1. 1 Head
2. 2 Parents Governors
3. 1 Local Authority
4. 1 Staff Governor
5. 6 Co-opted
6. \_ Foundation Governors, appointed (if applicable)

The **three core strategic functions** of Perryfields Primary PRU Management Committee are:

* Ensuring clarity of vision, ethos and strategic direction
* Holding the Headteacher to account for the educational performance of the School and its pupils
* Overseeing the financial performance of the School and making sure that its money is well spent.

Governors are also responsible for ensuring that the School meets statutory requirements with regard to Safeguarding, Health and Safety, the Curriculum and Finance.

The Full Management Committee meets 6 times a year; Management Committee committees also meet termly.

The Management Committee has established a number of committees to which it delegates day to day responsibility for the oversight of various aspects of the running of the school:

**Resources & Pay Sub Committee**

Initial oversight and management of the annual budget drawn up by the school; Ensures the school maintains an appropriate system of internal financial control; Agrees priorities for revenue and capital funding.

Oversight of the management and maintenance of the school premises; Reviews proposals for capital projects and ensures best practice in procurement and implementation of works; Provides advice and guidance on premises maintenance issues; Lead responsibility for Health & Safety and monitoring of associated statutory requirements (eg Fire safety, Legionella etc).

**The Chairman is Iain Sweatman.**

**Education Sub Committee**

Ensures the school offers a broad and balanced curriculum in accordance with the National Curriculum; Reviews term dates and the length of the school day; Receives reports of faculty reviews and monitors the Link Governor scheme; Reviews school performance data and ensures lessons learnt are addressed; Provides strategic advice and guidance on staffing and personnel issues; Reviews proposals for the promotion of staff.

**The Chairman is Andy McDouall.**

A number of further committees are established as and when required, including Pupil Discipline (Chairman: Andy McDouall, S Boyce, S Marshall), Staff Discipline (Chairman: Andy McDouall, Pete Hines), and Appeals (Chairman: I Sweatman, F Lankester + appropriate governor). A Governors’ Steering Group, to discuss strategic issues facing the school, meets as and when required (Chairman: Andy McDouall). Admissions/Information Committee - Chairman A McDouall, P Hines, S Marshall.



**PERRYFIELDS PRIMARY PRU MANAGEMENT COMMITTEE**

**MEETING DATES FOR THE YEAR 2019-20**

|  |  |  |
| --- | --- | --- |
| **MEETING** | **DATE** | **TIME** |
| Education Sub Committee | Thursday 10th October 2019 | 2:00pm |
| Full Management Committee | Tuesday 22nd October 2019 | 4:00pm |
| Resources & Pay Sub Committee | Wednesday 20th November 2019 | 12:00 |
| Full Management Committee | Tuesday 10th December 2019 | 4:00pm |
| Full Management Committee | Tuesday 4th February 2020 | 4:00pm |
| Resources & Pay Sub Committee | Wednesday 18th March 2020 | 12:00 |
| Full Management Committee | Tuesday 31st March 2020 | 4:00pm |
| Special Resources & Pay Sub-Committee | Wednesday 29th April 2020 | 12:00 |
| Full Management Committee | Tuesday 19th May 2020 | 4:00pm |
| Resources & Pay Sub Committee | Wednesday 24th June 2020 | 12:00 |
| Full Management Committee | Tuesday 7th July 2020 | 4:00pm |

**Perryfields Primary PRU Governor Attendance Record**

**Academic Year 2018/19**

**Full Management Committee**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **16.10.18** | **11.12.18** | **05.02.19** | **02.04.19** | **21.05.19** | **09.07.19** | **Total Meetings** |
| 1 | Mr A McDouall |  |  |  |  |  |  | 100 |
| 2 | Mr P Hines |  |  |  |  |  |  | 100 |
| 3 | Mr I Sweatman |  |  |  |  |  | x | 75 |
| 4 | Mr S Marshall |  |  | x |  |  | x | 75 |
| 5 | Mrs S Boyce | x | x |  |  |  |  | 75 |
| 6 | Mr F Lankester | x | x | x | x |  |  | 25 |
| 7 | Mrs M Sutcliffe |  |  |  |  |  |  | 100 |
| 8 | Mr B Parry |  |  |  |  |  | x | 75 |
| 9 | Mrs W Allen |  |  |  |  |  |  | 100 |
| 10 | VACANCY |  |  |  |  |  |  |  |
| 11 | VACANCY |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  | **Total Governors** |  |  |  |  |  |  |  |

**Resources & Pay Sub Committee**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **21.11.18** | **20.03.19** | **01.05.19** | **26.06.19** | **Total Meetings** |
| 1 | Mr I Sweatman |  |  |  |  | 100 |
| 2 | Mr A McDouall |  |  |  |  | 100 |
| 3 | Dr F Lankester |  |  | x | x | 50 |
| 4 | Mr P Hines |  |  |  |  | 100 |
| 5 | Mr B Parry | x | x |  |  | 50 |
|  |  |  |  |  |  |  |
|  | **Total Governors** |  |  |  |  |  |

**Education Sub Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **04.10.18** |  |  | **Total Meetings** |
| 1 | Mr A McDouall |  |  |  | 100 |
| 2 | Mrs S Boyce |  |  |  | 100 |
| 3 | Mrs M Sutcliff |  |  |  | 100 |
| 4 | Mr P Hines |  |  |  | 100 |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
|  | **Total Governors** |  |  |  |  |

|  |
| --- |
| ✔Present |
| X  Apologies |

**Academic Year 2017/18**

**Full Management Committee**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **17.10.17** | **12.12.17** | **06.02.18** | **20.03.18** | **22.05.18** | **10.07.18** | **Total Meetings** |
| 1 | Mr A McDouall | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 2 | Mr P Hines | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 3 | Mr J Hill | ✔ |  | ✔ Last meeting |  |  |  |  |
| 4 | Mr S Marshall | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 5 | Mrs S Boyce | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 6 | Mr F Lankester | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 7 | Mrs M Sutcliffe | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 8 | Ms C Lampitt |  |  |  |  |  | Resigned | 0 |
| 9 | Mr I Sweatman | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 10 | Mr B Parry | ✔ |  | ✔ | ✔ | ✔ | ✔ | 100 |
| 11 | Mrs W Allen |  |  |  |  | ✔ First meeting | ✔ | 100 |
| 11 | VACANCY |  |  |  |  |  |  |  |
|  | **Total Governors** | **9** |  | **9** | **8** | **9** | **9** |  |

**Resources & Pay Sub Committee**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **15.11.17** | **07.03.18** | **25.04.18** | **27.06.18** | **Total Meetings** |
| 1 | Mr J Hill | ✔ Last Meeting |  |  |  |  |
| 2 | Mr I Sweatman |  |  |  | ✔ | 25 |
| 3 | Mr A McDouall | ✔ |  | ✔ | ✔ | 100 |
| 4 | Dr F Lankester | ✔ |  | ✔ | ✔ | 100 |
| 5 | Mr P Hines | ✔ |  | ✔ | ✔ | 100 |
| 6 | Mr B Parry | ✔ |  | ✔ | ✔ | 100 |
|  | **Total Governors** |  |  |  |  |  |

**Education Sub Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **05.10.17** | **17.05.18** |  | **Total Meetings** |
| 1 | Mr A McDouall | ✔ | ✔ |  | 100 |
| 3 | Mrs S Boyce | ✔ | X |  | 50 |
| 4 | Mrs M Sutcliff | ✔ | ✔ |  | 100 |
| 5 | Mr P Hines | ✔ | ✔ |  | 100 |
| 6 | Mrs C Lampitt | x | x |  | 0 |
| 7 |  |  |  |  |  |
|  | **Total Governors** |  |  |  |  |

|  |
| --- |
| ✔Present |
| X  Apologies |

**Perryfields Primary PRU Governor Attendance Record**

**Academic Year 2016/17**

**Full Management Committee**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **18.10.16** | **06.12.16** | **07.02.17** | **28.03.17** | **23.05.17** | **11.07.17** | **Total Meetings** |
| 1 | Mr A McDouall | ✔ | ✔ | ✔ | ✔ | ✔ | ✔ | 100 |
| 2 | Mr P Hines | ✔ | ✔ | ✔ | ✔ | ✔ | ✔ | 100 |
| 3 | Mr J Hill | ✔ | x | ✔ | ✔ | ✔ | ✔ | 83 |
| 4 | Mr S Marshall | ✔ | ✔ | ✔ | ✔ | x | ✔ | 83 |
| 5 | Mrs S Boyce | ✔ | ✔ | ✔ | x | ✔ | x | 67 |
| 6 | Mr F Lankester | ✔ | ✔ | ✔ | ✔ | ✔ | ✔ | 100 |
| 7 | Mrs M Sutcliffe | ✔ | ✔ | ✔ | ✔ | ✔ | ✔ | 100 |
| 8 | Ms C Lampitt | ✔ | ✔ | x | x | x | x | 33 |
| 9 | Mr I Sweatman | ✔ | x | x | x | ✔ | ✔ | 50 |
| 10 | Mr B Parry |  |  |  |  | ✔- First Meeting | ✔ | 100 |
| 11 | VACANCY |  |  |  |  |  |  |  |
|  | **Total Governors** | **9** | **7** | **7** | **6** | **8** | 8 |  |

**Resources & Pay Sub Committee**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **23.11.16** | **15.03.17** | **26.04.17** | **28.06.17** | **Total Meetings** |
| 1 | Mr J Hill | ✔ | ✔ | ✔ | ✔ | 100 |
| 2 | Mr R Hunt | ✔ | - | - | - | 33 |
| 3 | Mr A McDouall | ✔ | ✔ | ✔ | ✔ | 100 |
| 4 | Dr F Lankester | ✔ | ✔ | ✔ | ✔ | 100 |
| 5 | Mr P Hines | ✔ | ✔ | ✔ | ✔ | 100 |
| 6 | Mr I Sweatman | ✔ | x | ✔ | x | 50 |
| 7 | Mr B Parry |  |  |  | ✔ 1stmeeting | 100 |
|  | **Total Governors** | **6** | **4** | **5** | **5** |  |

**Education Sub Committee**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **22.09.16** | **22.9.16** | **11.05.17.** |  | **Total Meetings** |
| 1 | Mr R Hunt | ✔ | ✔ | Resigned |  | 100 |
| 3 | Mrs S Boyce | ✔ | ✔ | ✔ |  | 100 |
| 4 | Mrs M Sutcliff | ✔ | ✔ | ✔ |  | 100 |
| 5 | Mr P Hines | ✔ | ✔ | ✔ |  | 100 |
| 6 | Mr A McDouall | x | X | ✔ |  | 33 |
| 7 | Mrs C Lampitt | x | x | x |  | 0 |
|  | **Total Governors** | **4** | **4** | **4** |  |  |

|  |
| --- |
| ✔Present |
| x  Apologies |

**Perryfields Primary PRU Governor Attendance Record**

**Academic Year 2015/16**

**Full Management Committee**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **20.10.15** | **08.12.15** | **09.02.16** | **15.03.15** | **17.05.16** | **12.07.16** | **% Attendance** |
| 1 | Mr R Hunt | √ | √ | √ | √ | √ | A | 83 |
| 2 | Mr P Hines | √ | √ | √ | √ | √ | √ | 100 |
| 3 | Mr J Hill | √ | √ | √ | √ | √ | √ | 100 |
| 4 | Mr A McDouall | √ | A | √ | √ | √ | √ | 83 |
| 5 | Mr S Marshall | √ | A | A | √ | A | A | 33 |
| 6 | Mrs S Boyce | A | √ | A | A | A | √ | 33 |
| 7 | Mr F Lankester | √ | A | A | A | √ | √ | 50 |
| 8 | Mrs M Sutcliffe | √ | √ | √ | √ | √ | √ | 100 |
| 9 | Mrs D Hill | A | √ | A | Resigned |  |  | 33 |
| 10 | Ms C Lampitt | - | - | √ | A | A | A | 25 |
| 11 | Mr I Sweatman | - | - | - | - | √ | A | 50 |
|  | VACANCY |  |  |  |  |  |  |  |
|  | **Total Governors** | 7 | 6 | 6 | 6 | 7 | 6 |  |

**Resources & Pay Sub Committee**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **18.11.15** | **02.03.16** | **20.04.16** | **29.06.16** | **% Attendance** |
| 1 | Mr J Hill | √ | √ | √ | √ | 100 |
| 2 | Mr R Hunt | √ | √ | √ | √ | 100 |
| 3 | Mr A McDouall | √ | √ | √ | √ | 100 |
| 4 | Mr F Lankester | A | A | A | A | 0 |
| 5 | Mr P Hines | √ | √ | √ | √ | 100 |
| 6 | Mr I Sweatman | - | - | - | A | 0 |
|  |  |  |  |  |  |  |
|  | **Total Governors** | 4 | 4 | 4 | 4 |  |

**Education Sub Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Committee Meeting Date** | **01.10.15** | **28.01.16** |  | **%Attendance** |
| 1 | Mr R Hunt | √ | √ |  | 100 |
| 3 | Mr A McDouall | √ | √ |  | 100 |
| 4 | Mrs M Sutcliffe | √ | √ |  | 100 |
| 5 | Mr P Hines | √ | √ |  | 100 |
|  | **Total Governors** | 5 | **5** |  |  |

|  |
| --- |
| ✔Present |
| X  Apologies |