

The Fairfield Community Primary School Delegation of Responsibility to Individuals

Any individual to whom responsibility has been delegated is expected to work within the following terms of reference.

Terms of reference:

- To liaise with the appropriate member(s) of staff
- To visit the school with the purpose of gathering information concerning their area of responsibility and to increase their knowledge of the school
- To regularly report to the governing body, the Curriculum Committee or the Steering Group, whichever the governing body deems most appropriate, on developments and progress within their area of responsibility
- To raise the profile of the area of responsibility when related matters are considered by the governing body
- To attend training as appropriate
- *Any items which individual governing bodies may wish to include*

Terms of reference agreed by the governing body on (date):

14/09/16

Area of Responsibility	Name of Governor	Liaising with
Safeguarding inc e - safety	Steve Wilson	Safeguarding Lead
SEN	Sian Jackson	SENCO/Headteacher
Literacy	Nicola Hemmingway	Literacy Leader
Numeracy	Michael Skilbeck	Numeracy Leader
Equal Opportunities	Phil Barraclough	Headteacher
Pupil Premium and Attendance	Phil Barraclough	Headteacher

*For example, a curriculum subject, a key stage, a year group

Date delegation agreed:

14/09/16

Date of review by governing body:

Sept 2017