



# NANPEAN SCHOOL

## GOVERNING BOARD STANDING ORDERS

- 1. All Governors of Nanpean School agree to abide by the agreed Code of Conduct and in accepting an appointment or nomination to the Governing Board each acknowledges acceptance of the Code.**
2. Verbal or written nominations will be received annually for the election of Chair and Vice Chair either prior to or at the last meeting held in the relevant summer term and in the case of more than one nomination being received, a secret ballot will be held for the particular office or offices. Elections will be held annually with Officers serving a one year term. If the Chair or Vice Chair wishes to resign from office at any time during this period, the Clerk will receive one month's notice of the resignation in writing.
3. The Governing Board shall agree the number of governors required for each committee at the Full Governing Board Admin Meeting in the Summer Term each year.
4. The Headteacher shall be a member of the Curriculum and Health and Safety Committees and advisor to the Personnel, Personnel Appeals, and Pupil Discipline Committees.
5. The Committee Chairs will be elected at the Full Governing Board – Admin Meeting held in the Summer Term. The Staff Dismissal, Staff Dismissal Appeals, Pupil Discipline Committees will elect a Chair when each is required to meet.
6. The quorum for all Committees will be 3 Governors.
7. There will be 7 committees:
  - Curriculum
  - Finance and Personnel
  - Health and Safety and Premises
  - Personnel Appeals
  - Headteacher's Performance Review
  - Pupil Discipline
  - Pay Panel
8. Each committee will record its activities in writing and report back to the full Governing Board.
9. All committees will hold at least one termly meeting with the exception of Personnel Appeals, Staff Dismissal, Staff Dismissal Appeals, Headteacher's Performance Review, Pay Panel and Pupil Discipline which will meet as required.