

St. Michael's Nursery & Infant School

Health and Safety Committee

Terms of Reference 2021-22

Introduction

The Health and Safety Committee shall work in consultation with the Headteacher to exercise oversight of:

All matters relating to the health and safety for the maintenance and development of the school premises.

The committee shall take full account of the school's educational priorities as set out in the School Development Plan. .

Membership

The Committee shall determine, and review annually at the first meeting of the school year, the terms of reference and membership of the committee

Associate members may be members of the Committee but the majority of committee members shall be governors.

Membership shall include a minimum of three governors and the Headteacher
Quorum for the Committee is 3 and should include the Headteacher or someone representing the Headteacher.

Meetings

The committee shall meet at least once a term and more often if required.

Clerking

The governing body shall appoint a clerk to the committee. This cannot be the Headteacher, but committee members may clerk in the absence of the appointed clerk.

Terms of Reference

- To advise the Governing Body on priorities, including Health and Safety, for the maintenance and development of the school's premises
- To oversee arrangements for repairs and maintenance
- To make recommendations to the Finance Committee on premises-related expenditure
- In consultation with the Headteacher and the Finance Committee, to oversee premises-related funding bids
- To monitor procedures for Health and Safety and the implementation of the Health and Safety policy
- To monitor provision for teaching road safety and reviewing the School Travel Plan
- To monitor the effectiveness of the grounds maintenance, cleaning and catering contracts.
- To monitor the effectiveness of school security
- To oversee the provision of adequate and suitable school furnishings.
- Additional items which individual Governing Bodies may wish to include

Date of Review: September 2022