

IVER VILLAGE INFANT SCHOOL AND IVER VILLAGE JUNIOR SCHOOL

JOINT COMMITTEE TERMS OF REFERENCE

PURPOSE OF THE COMMITTEE

A Joint Committee of Iver Village Infant School and Iver Village Junior School has been formed to explore a series of options for the future relationship between the two schools and the governance arrangements which would result. The Joint Committee will ensure that any option taken forward will enhance the current vision and ethos of each school.

The options the Joint Committee will explore include:

- Remaining as now with 2 governing bodies and 2 separate budgets.
- Closer collaboration without formal joint governance arrangements.
- Federation – both schools having 1 governing body and 2 separate budgets.
- Amalgamation – forming one school with one budget.
- Movement towards Multi-Academy Trust status for one or both schools.

The Committee will seek to identify a preferred option, which in their view will be in the interests of current and future pupils at both schools and is financially viable. The Committee will have regard, in particular, to the likely impact of each option on the following:

- Outcomes for pupils.
- Quality of teaching, learning and assessment.
- Pupils' personal development, behaviour and welfare.
- Effective leadership and management.
- Financial sustainability and value for money.
- Disadvantaged pupils, pupils with special educational needs or disabilities, and groups of pupils with protected characteristics under the Equality Act.
- Present and future staff.
- Families and the local community.
- Staff retention, recruitment, developmental opportunities, CPD and job security.

There is an expectation that a preferred option will be agreed during the life span of the committee and plans will be made to progress the preferred option, either by this committee or by a subsequent representative body of both schools. Such plans would be presented to the governing board of each school for consideration and approval.

The local authority has agreed to chair the Joint Committee, provide independent clerking services, and offering technical advice on relevant options when requested.

MEMBERSHIP

The Joint Committee will be formed of four governors from each school.

QUORACY

A meeting will be quorate with three committee members from each school. The absence of the Chair shall not prevent the meeting from being quorate. Where a committee member is unable to attend a meeting in person, the Committee shall, on request, seek to facilitate their attendance by telephone or other electronic means, and if they attend by such means they shall count towards the quorum.

VOTING RIGHTS

Voting rights are restricted to full members of the committee. The Chair shall not be entitled to vote and shall have no casting vote.

CHAIR

The Joint Committee will be led by a Chair provided by Buckinghamshire County Council.

CLERK

The clerking of the Joint Committee will be undertaken by a clerk independent of either school.

LIFE SPAN OF JOINT COMMITTEE

The Joint Committee has been formed to operate from the beginning of the Spring Term 2019 until the end of the Summer Term 2019. There will be a review of progress at the fourth meeting of the Spring Term

FREQUENCY OF MEETINGS

The Joint Committee will meet on four occasions during each term.

CONDUCT & CONFIDENTIALITY

There is a clear expectation that all members will undertake the work of the Committee with integrity and in the best interests of the current and future pupils of both schools. To that end the content of each meeting of the Joint Committee will remain confidential. It is permitted and expected that members of the Committee will report back regularly to their respective governing boards to keep them updated on progress **but shall not extend beyond this.**

COMMUNICATION

The Joint Committee will distribute a joint communication to the staff, parents and other relevant stakeholders of both schools following each meeting, unless the Committee agrees that there is nothing substantive to communicate. The content of such joint communications shall be agreed on behalf of the Committee by the Chair, the two Headteachers and the two Chairs of Governors (or, in each case, their appointed nominee).