

Terms of Reference for Lead Governor for Early Years at St. Martin's CE Primary and Nursery School

Name of Lead Governor:	Jennifer Elliott
Agreed at a meeting of the full Governing Board (date):	17 th September 2018
Dates Terms of Reference reviewed/amended:	23 rd September 2019 21 st September 2020 18 th October 2021 19 th September 2022 18 th September 2023
Date of next review:	September 2024

Purpose

The purpose of this document is to set out the role and responsibilities of the lead governor for Early Years and clarify the level of decision making that the Governing Board has agreed will be delegated to this governor.

Best Value

Where possible and reasonable the Governing Board will ensure the principles of Best Value are followed when making decisions.

The principles of Best Value are:

- Challenge - why, how and by whom an activity is carried out;
- Compare - performance against other schools and between parts of each school;
- Consult - involving stakeholders, especially pupils and parents;
- Compete - as a means of securing efficient and effective services.

Decision or Recommendation

Where a D is entered below, the lead governor has delegated decision making. This must be reported back to the relevant Committee. NB: Committees cannot delegate decision making to individual governors, only the Full GB can do this.

Where an R is entered below, the lead governor will provide a recommendation to either the full Governing Board or the relevant committee via their termly report (or directly within a meeting).

Task	D/R
Data	
To identify strengths and weakness year on year	D
To identify trends and how these are addressed by the school	D
Environmental	
To identify strengths to support high quality teaching and learning and also points for development	D

<p>To monitor outdoor provision</p> <p>To ensure that the environment supports the development of communication and language so that our children are increasing the number of words they know and use in order to close the 'word gap'.</p> <p>To ensure that our funds are being spent wisely and impacting on learning</p>	<p>D</p> <p>D</p> <p>D</p>
<p>Key Groups of Children</p> <p>To receive information on SEND needs which have been identified and ensure plans are in place to meet these needs.</p> <p>To identify any children particularly at risk in the current cohort and what the school is doing to address this</p>	<p>D</p> <p>D</p> <p>D</p>
<p>Safeguarding</p> <p>To ensure that our youngest children are safe emotionally, socially and physically</p>	<p>D</p>
<p>Parental Engagement</p> <p>To monitor how the school is working with parents and carers so that the children get the best home learning experience</p> <p>To monitor how parents are supported to understand the EYFS curriculum and how they support their children at home</p> <p>Where engagement of parents is minimal, to monitor how the school strives to address this</p>	<p>D</p> <p>D</p> <p>D</p>
<p>Foundation Stage Unit (FSU) at St. Martin's</p> <p>To ensure the FSU continues to grow and develop</p> <p>To monitor the impact the Foundation Stage Unit is having as part of the wider school and how the FSU continues to build relationships with other professionals</p> <p>To monitor transition arrangements for starting school and starting into Year 1</p>	<p>D</p> <p>D</p> <p>D</p>

