



### **Performance Management Committee Terms of Reference**

<b>Name of Committee</b>	<b>Performance Management Committee</b>
<b>Membership</b>	<b>At least two Governors</b>
<b>Chair of Meetings</b>	<b>Mrs S Cocks</b>
<b>Clerking</b>	<b>School Improvement Partner</b>
<b>Meetings</b>	<b>Meetings will take place once a year prior to the Autumn Term Full Governors' Meeting</b>
<b>Quorum</b>	<b>Two Governors</b>
<b>Voting</b>	<b>The Chair has the casting vote</b>

### **Responsibilities/Powers**

- To meet with the Headteacher and External Adviser to review the Headteacher's performance against previously agreed objectives
- Agree objectives for the forthcoming Performance Management Cycle relating to :
  - Pupil Progress
  - Leadership and Management
  - The Headteacher's Professional Development
- Record the outcome of the review meeting and provide a copy to the Chair of the Governing Board to ratification at the Autumn term Full Governing Board meeting
- To ensure that the finance committee is aware of the resourcing implications arising from agreed objectives

### **Minutes**

Minutes/Action Plan to be produced by the committee and circulated to members within one week of the meeting taking place. They will be confidential to members of the committee as there may be an appeal.