



BURFORD SCHOOL

OXFORDSHIRE

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INVESTOR IN PEOPLE

HEAD: Mrs K M Haig BA(Hons) MEd

Boarding Committee – Terms of Reference 2021-22

Membership: The Committee shall consist of not less than three governors including the Headteacher.

Quorum: Three governors.

Meetings: Normally each term – 6 times per year.

Members of the Boarding Committee:

1. To be specialists in residential education, understanding the specific needs that are part of being a boarding school and undertake relevant training as required to keep up to date.
2. To provide a strategic lead to the Full Governors about boarding education.
3. To read the minutes of the Staff and Student Development Committee meeting and Finance/Premises Committee meeting and raise any significant issues on the Boarding Committee agenda.
4. Monitor future admission numbers and recruitment.
5. Ensure that the statutory responsibilities related to safeguarding and boarding students are fully met. Be aware of child protection issues as may arise and ensure that they are dealt with the Designated Child protection Officer for the school.
6. Overview and monitor boarders' welfare, care and recreation.
7. Listen to boarding students views and receive student reports at the termly Boarding Governors Committee meeting.
8. Monitor and evaluate the behaviour and discipline of boarding students, including rewards, and receive reports termly.
9. Respond to complaints and appeals (as necessary or required).
10. Maintain oversight of staffing (levels, welfare and needs) and general boarding organisation.
11. To receive budget monitoring reports at each meeting, from the School Business Manager. The Finance/Premises Committee have the whole school responsibility for approving and monitoring both day and boarding budgets.
12. Ensure that the catering and quality of meal provision meets the NMS and students needs and agree any actions required.

13. Maintain oversight of premises:

- Accommodation
- Health & Safety
- Security

14. Ensure that all legal requirements and regulations regarding boarding are met, including the National Minimum Standards.