

**THE GOVERNING BODY OF  
ELTHAM HILL SCHOOL**



**TERMS OF REFERENCE – POST 16 COMMITTEE**

**Committee Membership:**

- Principal/Vice Principal
- Minimum of six committee members from the Governing Body
- Members of the Leadership Group by interest /invitation (as associate members)

A quorum of four governors

Membership to be reviewed annually

Aim to achieve a balanced representation of Governors.

In the event of a major policy matter or report to be laid before the Governing Body which is not covered by the terms of reference of other committees, the Chair and Vice-Chair of the Governing Body shall decide which committee will deal with the matter.

**Roles and Responsibilities:**

The Committee will ensure that the following duties are carried out on behalf of the Governing Body:

1. To inform the Governing Body on how subject areas are responding to curriculum changes
2. To receive reports from the Vice Principals responsible for Post 16 and to discuss future Post 16 developments with the Principal.
3. To inform the Governing Body on matters concerned with the assessment and progress of students.
4. To inform the Governing Body on the International, National and local partnership links, and collaborative arrangements with other educational institutions.
5. To inform the Operations Committees and the Governing Body on expenditure on Post 16.
6. To be responsible for complaints regarding Post 16, following the EHS complaints policy and procedures
7. To monitor the school's Self Evaluation Form and Improvement Plans with regards to Post 16
8. To monitor the allocation of pupil premium and its impact for students

9. The Post-16 Committee informs the Strategy Committee of any recommendations, actions and decisions that impact on the school improvement plan and self-evaluation form.

### **Current Post 16 Committee Membership**

Heather Taylor (Chair)  
Roberta Garrett (Vice-Chair)  
Madeleine Griffin  
Christine Butler  
Keith Shuff  
Tara Lawlor Mowle  
Suzanne Clay  
Janis Newman  
Howard Nicholson  
Semo Serroukh  
Navdeep Mand