

Environment Committee Terms of Reference

Membership:	<p>The committee shall consist of not less than four governors. Membership should include a member of the Senior Management Team (SMT) with responsibility for the Environment and Health & Safety.</p> <p>The committee may make recommendations to the governing body for co-option of non-governor members and advise whether or not such members should be given a vote.</p>
Quorum:	<p>Three governors including a governor who is not an employee of the school.</p>
Meetings:	<p>At least twice a year and more frequently if deemed necessary by the school or the majority of members.</p>
Chair:	<p>Non-employee to be elected by the full governing body.</p>
Accountability:	<p>The committee will report back to the governing body by submitting minutes which record decisions made, actions to be taken and/or recommendations for consideration</p>

Terms of reference:

- to contribute, in collaboration with the staff, to establishing, monitoring and evaluating sections of the School Improvement Plan relating to premises, health & safety and providing a quality learning environment
- to keep relevant sections of the Self-Evaluation Form under review and update as necessary
- to establish, monitor the impact of, and keep under review all the school's plans, policies and procedures relating to the environment and health & safety.
- to take all reasonable steps to ensure that the school premises, grounds, equipment and materials are safe and do not put health at risk [annual H&S review]
- to ensure that security measures for the protection of personnel and premises are effective and make recommendations for improvement as necessary
- to make recommendations for budget and devolved capital funding expenditure to the governing body based on environmental surveys and plans and best value principles
- to monitor ongoing maintenance, repair and improvement work and related expenditure and assess value for money
- to ensure that the school is obtaining value for money in relation to all environmental contracts including those awarded on its behalf by the LA; liaise with contractors and the LA as necessary
- to ensure that a member of staff responsible for Health & Safety is appointed as required and that they receive the necessary support and training in their role
- to promote high quality displays of children's work and information that provide a stimulating learning environment and celebrate the work of the school
- to liaise with, consult with, and provide information to, parents and the wider community on matters relating to the environment, security, health and safety and use of community facilities as necessary