



Terms of Reference for the Headteacher Performance Review of Christ the King Catholic Primary School

Membership:

Three governors who should not include:

- The headteacher (who will bring recommendations to the committee)
- Staff governors
- Any other governors who work at the school
- Associate members

..Diane Jee.....

..Lois Mavrodaris.....

..Mike Carter.....

Quorum: 3

Chair of Committee: ..Diane Jee.....

Clerk of Committee: ..Carol Bailey.....

Agreed at meeting of full governing body September 2017

Date of Review*....September 2018.....

*These terms of reference should be reviewed annually by the Governing Body and when there are any changes to the Governing Body's membership

Agreed Terms of Reference

- Review governors are appointed by the governing body with fully delegated powers and have certain statutory responsibilities.
- Review governors must:
 - Meet annually with an independent advisor to discuss and determine the Headteacher appraisal objectives for the coming year. Set and record Headteacher objectives relating to school leadership and management and pupil progress.
 - Agree arrangements for monitoring the progress of the performance objectives during the year.
 - Meet with the Headteacher and adviser at the end of the review cycle to review the Head's performance and identify achievements, including assessment of achievement against objectives, and to discuss and identify professional development needs/activities.
 - Prepare and agree the performance review statement and provide the Headteacher and Chair of the governing body with a copy of the Headteacher's performance review statement.
 - Provide a copy of the Headteacher's performance review statement, with recommendations, to the governors of the Finance Committee who are responsible in respect of pay progression.