

PREMISES COMMITTEE

Terms of Reference:

- 1 To approve lettings of school premises and set appropriate charges.
2. To advise the Headteacher on matters relating to the school buildings and premises.
3. To be responsible for the maintenance and care of the site upon which the school buildings are situated.
4. To monitor the general conditions of the buildings and to make recommendations to the Full Governing Body.
5. To ensure that all areas of the site, buildings, fixtures and fittings are secure, safe and correctly maintained according to current regulations.
6. To oversee the installation and maintenance of environmental facilities as may be required. To ensure that the school grounds and facilities are aesthetically pleasing and environmentally friendly where possible.
7. To take due regard of Health & Safety issues and regulations to the school site, and ensure that risk assessments are undertaken and results recorded.
8. Review Lettings Policy biannually (or earlier if required) and report to the full governing body
9. Review Health and Safety Policy biannually (or earlier if required) and report to the full governing body

These terms of reference were agreed by the Governing Body on 3 December 2018, last reviewed March 2025 (pending approval by the Governing Body)

Membership: Initial membership agreed by the Full Governing Body, 10 September 2018.

Quorum: At least 3 committee members who are governors

Name of committee member	Date of Appointment to Committee
Mr C Lang	6 January 2025
Mr S Strickland	10 September 2018
Mrs J Sumner	3 June 2024
Mrs C Mitcham	25 November 2024
School Business Manager	10 September 2018
Headteacher	10 September 2018

Chairman of Committee: Mr S Strickland

Clerk to Committee: Clerk to Governors

Date Committee Established – 10 September 2018

Date of last review – March 2025