

Terms of Reference for the SEND Governor of the Governing Board of Exeter Children's Federation

Agreed 8th October 2018

Review Date: September 2019

SEND

Portfolio holder: Peter Vickery

Policies and Documents delegated to this governor/trustee / this committee:

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- SEND Policy (Statutory)
- Information relating to SEN provision published on school website (Statutory)
- Equality Policy (or information) and Equality Objectives (Statutory)
- Supporting Pupils at School with Medical Conditions Policy (Statutory)
- Education of Children in Care Policy
- Behaviour Policy & Behaviour Principles (Statutory)
- Attendance Policy
- Admissions Policy *VA/Foundation (including Trust) schools only* (Statutory)
- Pupil Premium, information on spending published on school website (Statutory)
- P E Grant, information on spending published on school website (Statutory)
- Exclusion procedures (if not included in Behaviour Policy) (Statutory)

Duties which are delegated to this governor :

Governing boards may use their powers to delegate functions and decisions to committees or individual governor/trustees. It is the overall governing board, however, that in all cases remains accountable in law and to Ofsted for the exercise of its functions. (Governance Handbook.)

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| To ensure that the requirements of children with Special Education Needs and Disabilities are being met by developing a SEND Policy, including provision for gifted and talented children to recommend to the full governing board. Highlight any resourcing/finance/staffing issues to the Resources committee | R |
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| Monitor the implementation and effectiveness of the agreed SEND policy and report to full governing board. Ensure relevant information relating to SEN is published on the school website. | D |
| To ensure the needs of <i>all</i> pupils are met by ensuring the relevant policies, practices and procedures are in place and being implemented effectively for all vulnerable groups. (Including: children in care; children with medical needs in school; children with English as a second language; children who attract additional funding – such as Pupil Premium, Sports Grant, Free School Meals - ; ethnic minority and traveller children; forces children etc.) | D |
| Ensure that governors involved with SEND monitoring have current valid training to support their role. | D |
| To ensure that the school meets the statutory requirements relating to equality legislation including providing information (or an agreed policy) on the school website to comply with the Public Sector Equality Duty. | D |
| To ensure the governing board meets their statutory duty to be involved in the formulation of the 'Local Offer' with the Local Authority. (The LA has a legal duty to involve parents, children & young people in the development of the local offer, i.e. what can be expected for all children & young people with SEND) | D |
| To monitor and evaluate the impact of Premium, Pupil Premium and Sports Grant funding and report to full governing board. Ensure information is published on the school website to show how the money has been spent | D |
| Ensure an attendance register is taken daily at school. Monitor pupil attendance and set targets as necessary. Review and evaluate progress towards these targets. Monitor exclusion procedures and exclusion data, including pupils on a part time curriculum. Have due regard for children potentially missing from education. Review the Attendance Policy. | D |
| To review and agree, with the Executive Headteacher, the Behaviour Policy and Behaviour Principles. Ensure the Policy and relevant information is published on the school website and there is continuity of application throughout the school. | D |