# Carden Primary School
# Health Safety and Wellbeing (HSW) Committee
# Terms of Reference 2026/27

**Core Governing Body functions addressed by this committee are:**

**Ensuring clarity of vision, ethos and strategic direction;**
**Holding the headteacher to account for the educational performance of the school**

**Aims and objectives:**

Improving achievement by establishing a safe to learn environment
Engaging with stakeholders to provide the schooling of choice for the community and removing barriers to learning

**1. Meetings and membership**

- The quorum of the Committee shall be **three** members.
- The meeting will be clerked
- The committee shall sit at least once per year, with additional meetings as they or the GB consider necessary.
- The committee will present the minutes of its meeting at the following FGB meeting.

**2. Responsibilities**

1 To consider issues arising from the extended services and collaborative working agenda.
2 To monitor and develop the provision of extra-curricular activities/after-school clubs.
3 To ensure the school works well with its community, parents and other schools.
4 To develop and review an after-school clubs policy to incorporate child protection and health and safety issues.
5 To ensure Carden's Single Equality is being fully implemented and is integral to the ethos and working of the school.
6 To monitor, review and develop policy and practice with regard to special educational needs, access, equalities issues, pupil premium and behaviour and relationships.
7 To monitor, review and develop curriculum and learning and teaching provision for PSHE and SRE
8 To monitor, review and develop systems and procedures to ensure the effective safeguarding of children and staff
9 To ensure safeguarding and child protection policies and procedures are rigorous and robust. Oversee the completion of an annual safeguarding audit
10 To inspect annually the premises and grounds and prepare a statement of priorities for a buildings maintenance and development plan for the approval of the Governing Body.
11 To provide support, advice and guidance for the headteacher on all matters relating to the school premises and grounds, security and health and safety and accessibility.
12 To ensure that the school complies with Health and Safety regulations by termly checks and appropriate risk assessments.
13 The committee shall review the efficacy and necessity of relevant policies and make recommendations to the FGB, to include where it is considered appropriate, to delegate monitoring to the headteacher or to take action as required to improve outcomes.

The policies current at Sept 2026 are:

- Behavioural Policy,
- SEN and Disabilities
- Health and Safety,
- Premises Management,
- Accessibility Plan,
- Pupil Premium, Year Plan Policy,
- Child Protection and Safeguarding,
- Social, Emotional & Mental Health Policy,
- Relationships and Health Education Policy,
- Children with Health Needs Attendance Policy,
- Equality Information and Objectives Policy,
- Supporting Pupils with Medical Conditions,
- Intimate Care Policy,
- Staff Wellbeing Policy,
- First Aid Policy,
- Allegations of Abuse against Staff Policy,
- LAC Policy
- Complaints Procedures

14 To ensure attendance by chair or other committee member at SLT meetings where appropriate (achievement/progress reviews)

15 To establish how this committee will exercise its duties and a method of evaluating its effectiveness. Effectiveness to be evaluated annually.

16 At every meeting consider progress against relevant aspects of the School Development Plan and review the impact of new initiatives, taking action as appropriate.

17 Review the information on the website at least annually
Review these terms of reference at least annually