

## GOVERNORS' PACK INDEX AND AUTHORITIES

<b>Serial</b>	<b>Document</b>	<b>Status</b>	<b>Authority for Change</b>
01	Funding Agreement	Formal agreement between the School and the Department for Education (DfE)	Governing Body, in consultation with DfE
02	Articles of Association	Formal statement of the Company's constitution	Members, in consultation with DfE
03	Introduction to the Governance of the School	Explanatory guidance	Company Secretary
04	Governors' Statutory Responsibilities	Explanatory guidance	Company Secretary
05	Governing Body Composition	Details of governor appointments	Members and Governing Body
06	Committee Composition	Details of committee membership	Governing Body
07	Standing Orders	Administrative details for the conduct of meetings	Evaluation Committee
08	Management Structure	Outline description of the management structure of the School	Company Secretary
09	Scheme of Delegation	Detail of authorities held within the management structure	Governing Body
10	Link Governors	Explanatory guidance	Company Secretary
11	Evaluation Committee Constitution	Terms of reference of the Committee	Governing Body
12	Pay & Staffing Committee Constitution	Terms of reference of the Committee	Governing Body
13	Admissions, Property, Health & Safety	Terms of reference of the Committee	Governing Body
14	Finance, Audit & Risk Committee Constitution	Terms of reference of the Committee	Governing Body
15	Governor Guidelines for Receiving Complaints	Explanatory guidance	Company Secretary
16	Governors' Visits	Explanatory guidance	Company Secretary
17	Governors' Code of Conduct	Extract from the National Governance Association	Recommended by DfE; adopted by the Evaluation Committee
18	Register of Interests	Legal requirement	Governor notification individually
19	Skills Matrix	Information only	Governor notification individually
20	Biographical Details	Information only	Governor notification individually
21	Attendance Record	Legal requirement	Company Secretary