



Terms of Reference for the **SWIMMING POOL COMMITTEE** of the Governing Body of Bow Community Primary School

Membership:	Chair: Rachel Nicks Head Teacher: Lesley Hodgson (Ex-Officio) Chair of Gobs & Governor Rep: Tony Neal Bow Staff Rep: Chris Johnson FOBS Rep: Laura Martin Co-Opted officers and volunteer members
Associate Members:	None
Quorum	3 including one Governor or member of staff
Chair of Committee:	Rachel Nicks

The Governing Body's responsibilities for the swimming pool:

The Governing Body has responsibility to ensure that the school swimming pool is operated and maintained safely, that funds are raised and recorded properly, that hires are managed and that all legal and best practice requirements are understood and met. To that end, a swimming pool committee has been established to manage the operation of the pool. The committee has delegated responsibility from the governing body to fulfil the responsibilities of the Governing Body as specifically itemised below. The committee will operate in accordance with the provisions of the Scheme for Financing Schools (the LMS Scheme), Minimum Standards Financial Regulations to maintain effective arrangements for the efficient deployment of school resources

Best Value

Where possible and reasonable the Governing Body will ensure the principles of Best Value are followed when making decisions.

The principles of Best Value are:

- Challenge - why, how and by whom an activity is carried out;
- Compare - performance against other schools and between parts of each school;
- Consult - involving stakeholders, especially pupils and parents;
- Compete - as a means of securing efficient and effective services.



D Delegated to Committee members **R** Recommend to Full Governing Board

<p>Policies that are delegated to this Committee</p> <p>Autumn Term: Lettings (actioned via the Resources sub-committee)</p> <p>Spring Term: Swimming Pool Constitution Swimming Pool Normal Operating Procedures Swimming Pool Emergency Action Plan</p> <p>Summer Term: None</p>	D
To maintain and update delegated Constitution and policies, agree them at the Committee AGM and present to Full Governing Board for ratification.	D
To meet termly, and present meeting minutes to the Full Governing Board for note and assurance.	D
To ensure the continued knowledge and understanding of committee members and volunteers in respect of the Committee Constitution, Normal Operating Procedures, and Emergency Action Plan.	D
To ensure pool is safely maintained and complete logs as evidence of cleaning, maintenance and use. To present these logs to FGB annually for assurance.	D
To identify and recruit suitably trained lifeguards and volunteers, and maintain training and safeguarding records (copy to be held by the school office).	D
To monitor budgets for all funds under the Swimming Pool Committee's control at least termly and to report significant variances from the anticipated position to the Governing Board.	D
To monitor expenditure of all voluntary funds kept on behalf of the Governing Body and ensure the annual audit of these funds.	D
To make decisions in respect of service level agreements and insurance.	D
To ensure the school complies to all relevant Health and Safety guidelines and legislation.	D