

Terms of Reference for the **COVID LEAD GOVERNOR** at Bow Community Primary School

Agreed at the meeting of the full governing board on: [21 September 2021](#)

Review date: [September 2022](#)

Name of the Finance Governor: Tony Neal

Policies and Documents delegated to this governor:

- Covid 19 School Risk Assessment and Action Plan

Duties which are delegated to this governor:

It is the overall Governing Board, however, that in all cases remains accountable in law and to Ofsted for the exercise of its functions.

D Delegated to Lead Governor through Resources Committee

R Make Recommendations to Full Governing Board

The Covid lead governor will undertake appropriate governor training in order to fully understand their role including, where possible and appropriate, joining relevant staff training to keep updated.	D
In consultation with the headteacher and taking into consideration: <ul style="list-style-type: none"> • available resources • sustainability of commitments • pupil need and numbers • other relevant factors the lead governor to scrutinise the Risk Assessment for Covid completed by the Headteacher, provide check and challenge to the assessment and control actions, and make recommendations to the full governing board for its approval.	R
To monitor Covid related spend to ensure it is reasonable and in line with the school Risk Assessment and report significant variances from the anticipated position to the board.	D
To review school policies as they are refreshed to ensure that any amendments required to support Covid response are made, following DCC and national guidance as appropriate. This will include: <ul style="list-style-type: none"> • Child Protection • Remote Learning statement • Temporary amendments to HR policies • Lettings 	D
To liaise with the Premises Lead Governor and the headteacher to review the School Emergency Management Plan (Covid related aspects)	R