

**St Scholastica's Catholic Primary School
Head Teacher Performance Review Committee Terms of Reference**

MEMBERSHIP: Three, two must be Foundation or LEA Governors.

QUORUM: Three

MEETINGS: Three a year

REMIT: The Head Teacher Performance Review Committee has been delegated by the Governing Body the responsibility to make decisions in respect of the following functions of the Governing Body. In completing these responsibilities it should seek guidance from the Diocese and Hackney Learning Trust when necessary.

Head Teacher Performance Review

1. To discuss and agree the head's performance targets
2. To decide whether the targets have been met and to set new targets annually
3. To monitor through the year the performance of the head against the targets
4. To make recommendations to the Finance & Staffing Committee in respect of pay awards for the successful meeting of targets
5. To attend training where appropriate

Disqualification - Head & staff governors

By order of the Governing Body of St Scholastica's Catholic Primary School.

Agreed at the Governing Body Meeting on: 25th November 2015.

(Signed) _____ Date: 25-11-15
(Head Teacher)

(Signed) _____ Date: 25-11-15
(Chair of Governing Body)

(Signed) _____ Date: 25-11-15
(Chair of Head Teacher Performance Review Committee of Governing Body)