



A FAMILY, A FOUNDATION, A FUTURE

## **WHITMINSTER ENDOWED C of E PRIMARY SCHOOL SCHOOL DEVELOPMENT COMMITTEE (INCLUDING BUILDINGS AND PREMISES) TERMS OF REFERENCE**

### **Property Development**

- Prepare, implement and monitor a long term development plan for the school premises
- Ensure premises are adequate for the school and its function
- Seek and make applications for funding for development

### **Maintenance**

- Be aware of the condition of the premises and report accordingly
- Review current maintenance issues in respect of budget
- Plan and make provision for future maintenance

### **Health and Safety**

- Assess safety issues related to premises
- Road safety and traffic management
- Review any safety incidents and report accordingly
- Periodic review of Local Authority Health and Safety policy
- Review Disability Discrimination Act and inclusion issues in relation to property

### **Security**

- Instigate a security policy for the premises
- Monitor and review security issues
- Review any security incidents and report accordingly
- Review and monitor GDPR

### **School Promotion and Admissions**

- Review PAN and admission numbers each year
- Make decisions regarding admission appeals
- Promote the school to ensure the PAN is achieved each year