

## MEADOWSIDE SCHOOL FULL GOVERNING BODY - STATEMENT OF PRINCIPLES

- \* Roles and responsibilities have been clearly defined in writing.
- \* The Terms of Reference have been defined in writing.
- \* A Finance committee has been established.
- \* The Finance committee meets on a regular basis and reports back to the Governing Body in full at the next meeting.
- \* Expenditure limits for governor approval have been set.
- \* Virement thresholds have been set.
- \* Standing Orders and a Procurement Policy have been agreed.
- \* The financial reports needed to monitor the Budget have been agreed and are produced by the due date.
- \* These reports are detailed enough to provide adequate information to be able to monitor the Budget effectively.
- \* A register of business and pecuniary interest has been set up.
- \* Minutes :
  - These must be agreed at the end of each meeting
  - They should be consecutively numbered and carefully stored
  - They should include the date and time of the meeting
  - They should include the name of those present
  - They should include agenda items to be discussed
  - The decisions taken and action agreed must be noted

**WE, THE GOVERNING BODY, AGREE TO ABIDE BY THE PRINCIPLES SET DOWN IN THE ABOVE STATEMENT.**

**Signed (Chair of Governing Body):**



**Date**

**18th September 2025**