

EXTERNAL RELATIONS COMMITTEE

TERMS OF REFERENCE – APPROVED BY THE BOARD 30 October 2023

1. PURPOSE

To advise the Governing Body and to provide it with assurance on its engagement with external

3. MEMBERSHIP

- a) The Committee will comprise at least four and not more than six members of the Governing Body including the Principal and one Student Governor
- b) The Governing Body may appoint additional members with specific experience as it thinks appropriate. Additional members need not be members of the Governing Body.
- c) No meeting of the Committee will be quorate unless:
 - i. at least three members are present;
 - ii. at least 40 per cent of members are present; and
 - iii. members of the Governing Body constitute a majority of the members present.

4. OFFICERS OF THE COMMITTEE

- a) The Committee shall elect as its Chair an external governor who is a member of the Committee.
- b) The Clerk to the Governing Body shall be the Clerk to the Committee.

5. ATTENDANCE AT MEETINGS

The Committee shall have the power to invite such other persons to attend meetings as may be desirable and necessary.

6. FREQUENCY OF MEETINGS

The Committee will normally meet three times a year.