William Tyndale Primary School

Terms of Reference for the Premises Committee as of September 2025

Premises committee's overarching strategic objective

To ensure that William Tyndale's premises are safe and secure and used to their utmost capacity, supporting all children's education and developmental opportunities.

To offer a healthy working environment for teaching and non teaching staff, and for other people who are users of the school.

To deliver the Greener Governance pledge, which supports environmental education and sustainability.

Before any decision is taken by this Committee, the potential impact of that decision on all pupils, including those with special educational needs (SEN) will be considered.

Short to mid-term objective:
To upgrade the security and energy efficiency of the fabric of the school buildings and premises.

Quorum: Three governors which may include the Head Teacher.

Meetings: At least once a term and otherwise as required.

Terms of Reference:

1) To provide support and guidance for the Head Teacher and consider all matters relating to the premises and grounds, including maintenance and repairs, development, security, Health & Safety and risk management matters.

2) for To monitor the provision and actions of the school through appropriate requests information from the Head Teacher at committee level.

3) To ensure the school provides a healthy working environment and facilities.

4) To ensure that the premises and grounds are audited annually with consideration for the Good Estate Management Guidance, the School's Condition Survey, and the school's sustainability objectives. Following this audit a corresponding statement of priorities for maintenance and development is prepared annually for approval by this Committee.

5) To ensure that governors consider whether to commission an independent Condition Survey every five years.

6) To ensure a summary of works is shared at the termly Premises Committee meetings to be considered in line with the Good Estate Management Guidance,

and in order for the Committee to ensure robust processes for reviewing and addressing Premises matters are in place.

7) As necessary to meet with the Finance Committee to consider and approve costs and arrangements for maintenance, repairs and redecoration.

8) To ensure Policies, including the Emergency Plan, Health & Safety policy are up-to-date, ratified and that implementation is evaluated.

9) To review the Asset Management plan (within the School Development Plan) annually.

10) To ensure that the governing body's responsibilities regarding litter, refuse and dog excrement are discharged according to Section 89 of the Environmental Protection Act 1990.

11) To ensure compliance with all relevant legislation.

12) To ensure premises insurance arrangements are adequate.

Reviewed September 2025