

|  |                     |
|--|---------------------|
| <b>Committee</b>   | <b>Dated:</b>       |
| Board of Governors of the City of London School for Girls  | 11 February 2022    |
| <b>Subject:</b><br>Proposed Update to the Terms of Reference of the Bursary Committee and the Academic Working Party | <b>Public</b>       |
| <b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>            | 3a-d; 8c-d          |
| <b>Does this proposal require extra revenue and/or capital spending?</b>   | No                  |
| <b>If so, how much?</b>  | N/A                 |
| <b>What is the source of Funding?</b>  | N/A                 |
| <b>Has this Funding Source been agreed with the Chamberlain's Department?</b>  | N/A                 |
| <b>Report of:</b><br>Town Clerk  | <b>For Decision</b> |
| <b>Report author:</b><br>Kerry Nicholls, Town Clerk's Department   |                     |

### Summary

Governors are requested to consider the updated terms of reference of the Bursary Committee of the City of London School for Girls for approval. Governors are also requested to consider changing the name of the Academic Working Party to the Education Working Party.

### Recommendations

That the Board of Governors approves the proposed update to the terms of reference of the Bursary Committee and agrees that the Academic Working Party be renamed the Education Working Party.

### Main Report

#### Background

1. At its meeting on 28 January 2022, the Bursary Committee discussed the need to make a minor change to its terms of reference to reflect the direction of travel towards offering more transformational bursaries.
2. Similarly, the Academic Working Party considered its terms of reference at its meeting on 2 February 2022 and proposed that the name of the Academic Working Party be amended to the Education Working Party to better reflect the breadth of work undertaken by the working party.

#### Appendices

- Appendix A – Updated Terms of Reference of the Bursary Committee
- Appendix B – Updated Terms of Reference of the Academic Working Party

#### Kerry Nicholls

Town Clerk's Department / E: [kerry.nicholls@cityoflondon.gov.uk](mailto:kerry.nicholls@cityoflondon.gov.uk)

## TERMS OF REFERENCE

### Bursary Committee

#### Composition

- Chairman and Deputy Chairman of the Board of Governors of the City of London School for Girls, who shall act as Chairman and Deputy Chairman of the Committee, respectively.
- Up to five other Governors appointed by the Board of Governors.

The quorum shall be any three Governors.

#### Terms of Reference

The Bursary Committee at their sole discretion after considering recommendations by the Head of the School have power by a simple majority of those present and voting at a meeting of the Bursary Committee to apply the Fund for the advancement of public education by the following purposes: -

- (i) contributing towards the fees payable to the School on behalf of suitably qualified pupils who but for financial assistance having commenced education at the School would not be able to continue their education at the School;
- (ii) contributing towards the fees payable to the School on behalf of pupils of academic merit who but for financial assistance would not be able to obtain suitable education at the School, *with particular focus on those requiring transformational bursaries to attend the School; and,*
- (iii) such other charitable purposes as shall be associated with the School as the Bursary Committee shall direct.

PROVIDED ALWAYS that no such bursary shall be made in respect of a pupil who is the issue of a parent of a member of the Board or of the spouse of such a member.

#### Membership

- Nick Bensted-Smith (Chairman)
- Peter Bennett (Deputy Chairman)
- Randall Anderson
- Shravan Joshi

**TERMS OF REFERENCE**

**Academic Education Working Party**

**Composition**

- Seven Governors
- Headmistress
- Deputy Heads (to attend as required)

**Terms of Reference**

To oversee all matters pertaining to academic strategy and performance at the School, including safeguarding, school trips, Special Educational Needs, International links, Admissions, Staffing and Compliance.

**Membership**

- Elizabeth Phillips (Chairman)
- Peter Bennett
- Nicholas Bensted-Smith
- Del Cooke
- Dr Stephanie Ellington
- Mark James
- Jenny Brown (Headmistress)
- Neil Codd (Deputy Head, Academic)
- Susie Gilham (Deputy Head, Pastoral)
- Rosie Lockyear (Deputy Head, Co-Curricular and Partnerships)
- Rachel Thompson (Head of Preparatory School)
- Justine Venditti (Senior Deputy Head, Staff)