

# **SHREWSBURY SCHOOL**

## **Prep School Committee**

### **Constitution and Terms of Reference**

#### **Constitution**

The Prep School Committee shall be appointed by and report to the Governing Body. It shall comprise at least four Members of the Governing Body. Two Members shall form a quorum. The Chairman of this Committee will be appointed by the Governing Body. The Headmasters and Bursars of both schools will normally attend meetings. The Committee will normally meet three times a year. The Committee may co-opt additional members to provide specialist expertise, as required. Minutes will be kept and circulated to the full Governing Body.

#### **Terms of Reference**

Primary responsibility for oversight of all aspects of the running of Packwood Haugh Prep School, especially with respect to safeguarding, education, operations and financial performance. The purpose of the Committee is to assist the Governing Body in fulfilling its oversight responsibilities of the School.