

EDUCATION AND STANDARDS COMMITTEE

TERMS OF REFERENCE 2024-25

Introduction

1. The Education and Standards Committee is a committee of the Trust established under the terms of Clauses 100 to 104 of the Articles of Association of 2015.

Purpose of the Committee

1. To meet annually and individually with Headteachers from each academy to discuss performance in public examinations/national tests and other significant indicators from the previous academic year. Where it is appropriate, to determine such targets as an academy is required to set.
2. To receive exceptions reports and high-level QA reports from the Education team on:
 - a. The quality of student outcomes – including groups of pupils
 - b. The quality of the Behaviour and Attitudes of pupils – including groups of pupils
 - c. The quality of Safeguarding and Pastoral provision for pupils – including groups of pupils
 - d. The quality of Personal Development - including SRE of pupils – including groups of pupils
 - e. The quality of Curriculum, Teaching and Assessment, and CPD
 - f. The quality of SEND and Disadvantaged provision
 - g. SCITT
 - h. Apprenticeships
 - i. Post 16
3. To commission, receive, and consider the recommendations of external reviews in the following areas:
 - a. The quality of student outcomes – including groups of pupils
 - b. The quality of the Behaviour and Attitudes of pupils – including groups of pupils
 - c. The quality of Safeguarding and Pastoral provision for pupils – including groups of pupils
 - d. The quality of Personal Development - including SRE of pupils – including groups of pupils
 - e. The quality of Curriculum, Teaching and Assessment, and CPD
 - f. The quality of SEND and Disadvantaged provision
 - g. SCITT
 - h. Apprenticeships
 - i. Post 16
4. To consider and make recommendations to the Trust on the adoption of statutory policies related to pupils and groups of pupils in the following areas:
 - a. Safeguarding
 - b. Behaviour and Attitudes
 - c. Personal Development
 - d. Curriculum, Teaching, and Assessment
5. To seek confirmation from the Education team that all Academy Development Plans and Self Evaluation

Forms (including supplementary Go:To and Ofsted Improvement Plans) are well constructed, effectively monitored and are having impact).

6. To consider the draft Trust Development Plan, as constructed by the Education team, and to recommend the resulting plan to the Trustees for consideration, revision, and approval at the annual Trust Strategy Day.
7. To seek confirmation from the Education team that the requirements of the National Curriculum, Post 16 provision, and relevant legislation are met - including those related to Equality. To recommend to the Trust any changes required.
8. To seek confirmation from the Education team that the academies are compliant in terms of:
 - a. The structure and length of the school day.
 - b. Hours taught per week.
 - c. Days in the academic year.
9. To seek confirmation from the Education team that admission arrangements have been determined appropriately and in a timely manner.
10. To seek confirmation from the Education team that academy websites are compliant.

Membership and Operation

1. The Committee shall consist of a minimum of three Trustees appointed by the Trust. The Trust may appoint additional Trustees to increase the size of the Committee's membership. Membership of the Committee may also include additional persons who are not Trustees to add to the skills and expertise available. Such additional members (ie non-Trustees) will not be entitled to vote.
2. The quorum shall be two Trustees appointed by the Trust. The quorum is the minimum number of members of the Committee necessary to conduct the business of the Committee.
3. The Committee shall be served by a Trust Clerk.
4. The Chair will be appointed by the full Trust Board.
5. The Committee may appoint a Vice/Deputy Chair if it so wishes.
6. In the event of the Chair or Vice/Deputy Chair (if one exists) of the Committee being unable to attend, the remaining members shall elect one of their members as Chair for the meeting.
7. The Chair shall have the power to invite other individuals to attend any meeting if deemed appropriate to the business. Lead members of the Senior Leadership Team whose area of responsibility includes matters relative to the Detailed Responsibilities of the Committee listed below, shall be expected to attend meetings of the Committee.
8. The Committee is entitled, wherever it is satisfied that it is appropriate to do so, to go into confidential session and (subject to the rules of quoracy) to exclude any, or all, participants and observers, except the Clerk.
9. The Committee shall undertake an annual review of these terms of reference, and recommend any changes needed to the Trust Board for approval.

Meetings

Committee meetings will be held on an as-required basis but at least once a term.

The Clerk will make a record of all proceedings at each meeting. Minutes will be circulated to members within 21 working days of the meeting, and presented with the agenda for the next full Trust Board meeting.

The minutes of Committee meetings shall be subject to public disclosure under the Freedom of Information Act 2000. Where requests are made, the Clerk shall, with legal advice where necessary, release such information as is not subject to exemption under the terms of the Act.

The committee will liaise with such other committees and invite members of other committees to attend its meeting as should be deemed appropriate.

Any matters which may be in conflict with the work of another committee must be referred to the Trustees.

Delegated Functions

Subject to the detailed requirements of the Trust's Scheme of Delegated Authority, the Committee:

- (a) has the authority of the Trust to investigate any activity within its Terms of Reference; and
- (b) may be requested to investigate anything by the Trust within the Committee's Terms of Reference.

The Committee may obtain independent professional advice in accordance with the Trust's procedures.