



## **EDUCATION & STANDARDS COMMITTEE TERMS OF REFERENCE 2023/2024**

### **1. Constitution**

- 1.1 The Greensand Multi-Academy Trust Board (“the Board”) has resolved to establish an Education & Standards Committee to advise the Board on matters relating to education and standards within Greensand Multi-Academy Trust (“the Trust”). The Education & Standards Committee has formal powers delegated by the Board to make decisions for the areas of responsibility outlined below.
- 1.2 The Education & Standards Committee (“the Committee”) is responsible to the Board and reports directly to the Board.

### **2. Authority**

- 2.1 The Committee is authorised to undertake any activity within these Terms of Reference or specifically delegated to it by the Board.
- 2.2 The Committee is authorised to liaise with and consult with other committees of the Trust Board and School Committees where appropriate.
- 2.3 The Committee is authorised to obtain independent professional advice, at the expense of the Trust, if it considers this necessary to fulfil its responsibilities and terms of reference.
- 2.4 The Committee shall be required to maintain the strictest confidentiality.

### **3. Purpose**

- 3.1 The purpose of the Committee is to approve, review, and challenge educational provision and standards, including attainment and progress data, the personal behaviour and development of pupils at and across all of the Trust’s schools, and leadership & management within the Trust.
- 3.2 A specific function of the Committee is to support the Trust’s Chief Executive Officer (“the CEO”) and the Trust Board in their responsibilities for standards, teaching and learning.
- 3.3 The Committee will ensure that the Trust’s strategic vision and values are at the centre of its endeavours.

### **4. Duties & Responsibilities**

The operational responsibilities/duties of the Committee are set out in the Trust’s Scheme of Delegation.

The Trust's School Committees will undertake detailed analysis of their own individual school performance. This Committee will focus upon comparative performance to understand any variations in performance, patterns or trends, and to enable identification of best practice and areas for development within individual member schools or across the Trust.

The Education & Standards Committee will provide scrutiny and challenge and exercise responsibility for, and oversight of, the following:-

- 4.1 Regularly monitoring education quality, the effectiveness of standards and performance, and impact across our member schools. The Committee will use key performance indicators, including local and national comparators, including for whole schools and any identified groups of pupils, together with termly reports from the CEO/Headteachers based on tracking data and school visits, the schools' own SEFs (Self-Evaluation Forms) & School Improvement Plans (SIPs), Ofsted reports and reports from external reviews for this purpose;
- 4.2 Ensuring that School Committees are implementing and scrutinising targets for pupils' progress and attainment and have in place action plans in order to meet agreed targets;
- 4.3 Through the Executive Team, monitoring the curriculum & provision available at each member school, including its intent, implementation and impact, supporting and promoting rich curriculum development and ensuring teaching is accessible for all children;
- 4.4 Through the Executive Team, ensuring that each school's curriculum is broad and balanced and engages with national and statutory guidance as appropriate, that it complies with the Trust's Funding Agreement, and that the intended impact is evaluated and documented at local level;
- 4.5 Monitoring the effectiveness of the approach to and effectiveness of support for vulnerable pupils, including those with SEND and those who receive Pupil Premium, across the Trust and ensuring that their requirements are being met by our member schools, including through annual SEND reviews, and the effective deployment of Pupil Premium Grant;
- 4.5 Identifying any patterns, trends or areas of concern and overseeing any action plan implemented by the Executive Team for individual schools or across the Trust;
- 4.6 Ensuring that Trust delivery of safeguarding activities & support for children aligns with Keeping Children Safe in Education 2023 & other relevant guidance;
- 4.7 Ensuring that schools are fostering the Trust's vision of *"Helping Children Step into their Greatness"* so that every child, regardless of starting point or background, makes excellent academic progress and achieves outcomes that enable them to thrive in the next stage of their life, and so that every child has the confidence to engage in a lifelong development of pursuits that they love;
- 4.8 Overseeing parental engagement in governance and reviewing parental perspectives arising from parental surveys and engagement;

- 4.9 Ensuring that appropriate, high-quality school development plans are written and in place for each member school and that these are implemented and regularly monitored, reviewed and scrutinised at School Committee level;
- 4.10 Ensuring that school improvement resources are properly prioritised;
- 4.11 Monitoring the effectiveness of quality assurance processes regarding teaching and learning, the curriculum, inclusion and the sharing of good practice across the Trust;
- 4.12 Monitoring the provision of SMSC (spiritual, moral, social & cultural development) and the quality with which this is implemented across the Trust through both the taught and informal curriculum (i.e. school culture, school values, assemblies etc.);
- 4.13 Monitoring the effectiveness of arrangements for pupil support and representation, for monitoring pupil attendance and for pupil behaviour and discipline, including suspensions & exclusions, and ensuring that appropriate action is planned and taken in order for member schools to meet agreed targets;
- 4.14 Monitoring the effectiveness of the transition preparation arrangements for children both leaving and joining member schools;
- 4.15 Promoting, ensuring & scrutinising school to school partnership working, through dissemination of good practice, collaboration and across-Trust training;
- 4.16 Monitoring the effectiveness of professional development of staff;
- 4.17 Monitoring the provision of careers education and guidance, including for the primary schools;
- 4.18 Monitoring the operational risk of school failure due to ineffective school leadership and management and/or school standards, as defined in the Risk Register, and taking action through the Executive Team when deemed appropriate;
- 4.19 Considering governance effectiveness across the Trust & ensuring governance arrangements are conducive to effective working, ensuring checks and balances but avoiding duplication at different levels, and delivering good two-way communications;
- 4.20 Contributing to the Board's self-evaluation, including proposals to improve the effectiveness of the Committee and / or of Greensand MAT governance; and
- 4.21 Reviewing, recommending and approving policies as required by the Scheme of Delegation.

## **5. Administration**

- 5.1 The Committee will meet once per term in each academic year, but may meet more frequently as required. The Chair or any two members of this Committee may call a meeting.
- 5.2 The Committee will consist of at least three members of the Board. None of the Trustees serving on the Education & Standards Committee, other than the CEO, will be employed within the Trust.
- 5.3 The Chair will be appointed by the Committee and will not be employed by the Trust. The term of office for the Chair will be two years.
- 5.4 The Committee will be quorate if three members are present and more than 50% of those members present are Board members.

- 5.5 All Committee members have equal voting rights. In the event of an equal division of votes, the Chair shall have the casting vote.
- 5.6 Other members of the Trust’s governance community may be invited to attend Committee meetings, but will have no voting rights.
- 5.7 Administrative support will be provided by the Trust’s Clerk to the Central Committees & Lead Governance Professional as appropriate.
- 5.8 Agendas will be prepared by the Clerk to the Central Committees and agreed in advance by the Chair of the Committee and the CEO of the Trust (based on, but not limited to, a pre-agreed annual schedule of activity) and papers will be circulated to Committee members and attendees at least 7 working days in advance of the meeting.
- 5.9 Minutes of all Committee meetings will be taken and the reasons for all decisions clearly minuted. Committee minutes will be submitted in the next scheduled meeting of the Board once approved in draft by the Chair of the Committee.
- 5.10 The Committee will review these Terms of Reference and self- assess its performance against these Terms of Reference on an annual basis.
- 5.11 The members of the Committee shall hold office for a term of 4 years.
- 5.12 The members of the Committee may resign from office or be removed from membership of the Committee on subsequent consideration by the Board.
- 5.13 The Board must not add to these Terms of Reference responsibilities that require the Committee to adopt an executive role, or its members to offer professional advice to the Board. The Committee should, where necessary and appropriate, seek formal opinions from professional advisers to the Board. Advice should only be given in Committee members' capacity as Trustees and co-optees and only within these Terms of Reference.

**Date reviewed and adopted by the Education & Standards Committee:**

**Date of next review: October 2024**

Signed: .....

**Chair of the Greensand MAT Education & Standards Committee**