

Terms of Reference:

Standards Committee:

The board of directors (the Trust Board) of Hamwic Education Trust (HET) has established a committee of the Trust Board to be known as the Standards Committee (the Committee).

Committee Purpose:

The Committee's purpose is to ensure that, through strategic monitoring, all pupils learning, progress, attainment and safety is at the centre of Hamwic Education Trust's priorities.

Membership:

- The number of directors appointed to the committee by the Trust Board will be a minimum of 3 and a maximum of 5
- A Chair of the Committee will be appointed by the Trust Board
- The Committee will be supported by the Clerk to the Trust Board
- The CEO and DCEO Education will attend Committee meetings to provide information and advice
- Additional Trust staff will attend Committee meetings to provide information and advice when required

Authority:

The committee is authorised by the Trust board to:

- Undertake any activity authorised by these terms of reference
- Seek any appropriate information that it requires from any employee of the Trust and all employees are directed to co-operate with any request made by the Committee
- The Committee is authorised by the Board to obtain outside legal or other independent professional advice if it considers this necessary

Quorum:

- The quorum for each meeting will be 50% of the membership rounded up.
- Decisions of the Committee will be taken by a simple majority of those present
- The Chair will have the casting vote where the vote is tied

Meetings:

- The Committee will meet at least three times per year
- Any two committee members can request that the Chair convene a meeting by giving no less than 14 days notice
- Unless otherwise agreed, notice of each meeting confirming the venue, date and time together with an agenda shall be sent to each member of the Committee and any other person invited or required to attend no few than seven clear days prior to the date of the meeting
- If the Chair is not able to attend the Committee a temporary Chair may be appointed for the purposes of the meeting by the Committee members

- A register of attendance shall be kept for each Committee and published annually
- The minutes of the Committee will be shared with the Trust Board
- Minutes will be produced, approved by the Chair and circulated to the members of the Committee within 14 days of the meeting.

Key Responsibilities:

To monitor and advise the Trust Board each term on the following:

- Data on attainment and progress for all of the Trust's academies
- School improvement work and leadership
- Overall performance of each of the academies
- Leadership standards
- Governance effectiveness – Local Governing Bodies
- Impact of partnership working

To monitor and advise the Trust Board on:

- The Trust quality improvement and intervention strategies and plans
- Special Educational Needs (SEN) and inclusion
- Behaviour and exclusions
- Impact of Pupil Premium Grant
- Admissions
- Safeguarding arrangements
- Attendance

To work collaboratively with the Diocesan Board of Education to support the fulfilment of its core aims and statutory responsibility for church academies.

The Committee may use exception reporting in relation to receiving performance information to fulfil its detailed responsibilities. The Committee will receive a summary of positive performance to accompany exception reports.

Detailed Responsibilities:

Curriculum and Quality:

- To ensure the statutory requirements in relation to the curriculum offer and other curriculum issues such as spiritual, moral, social and cultural learning are met
- To ensure that the curriculum is balanced and broadly based
- Support and encourage curriculum development engaging with national guidance as appropriate

Performance and Standards:

To monitor and review the achievement of strategic objectives, in particular the overview of performance against quantitative and qualitative benchmarks for key indicators/outcomes and the Ofsted framework, providing challenge and recommending remedial actions where required in line with the Trust's Improvement Plan.

Self-Assessment and Review:

- To receive information on curriculum and quality issues for all the Trust's Academies

- To receive progress reports on the implementation of post-Ofsted action plans and any other formal evaluation reports related to the quality and achievement of learning across the Trust, to further inform and develop the Trust's Quality Improvement Plans and strategies
- To review outcomes, identifying significant changes in performance, emerging trends and risks in relation to the future performance of each Academy

General:

- To review or investigate any other matters referred to the Committee by the Trust Board
- To draw any significant recommendations and matters of concern to the attention of the Trust Board
- To review the Trust Risk Register in relation to the areas which the Committee has oversight.

Policies:

The following policies will be reviewed and scrutinised for recommendation to the Trust Board:

- Child Protection
- Pupil Premium
- Exclusions

Terms of Reference Review/Approval:

The Committee will review its work and these terms of reference annually and will report the outcome and make recommendations to the Trust Board as appropriate.