

## **1. Purpose**

The purpose of this Committee is to monitor progress, and to provide oversight of the quality of educational provision and to report on these matters on the Trust Board.

## **2. Membership**

- The Committee and its chair shall be appointed by the Trust Board, from among its own members.
- The CEO shall be a member of the committee.
- The Committee shall comprise of at least 4 Directors, including the CEO.
- Membership may not be extended to anyone who is not a member of the Trust Board.
- A quorum shall be at least 3 committee members.

## **3. Attendance at meetings**

- The Clerk shall attend to take a record of the meeting, unless otherwise instructed by the Committee.
- The Committee may invite such other persons to attend meetings as may be desirable and necessary in an advisory capacity. Such a person shall not be entitled to vote.
- Any Director may attend meetings of the Committee.
- Only members of the Committee may vote at the meeting. Where necessary, the Chair may have a second or casting vote.

## **4. Frequency of meetings**

The Committee will meet as often as is necessary to fulfil its responsibilities but at least three times a year.

## **5. Authority**

The Committee is authorised by Board of Directors to:

- carry on and/or investigate any activity authorised by these terms of reference.
- to obtain any outside legal or independent professional advice it considers necessary.
- seek any appropriate information that it requires from any employee of the Trust and all employees shall be directed to co-operate with any request made.

## 6. Committee responsibilities

The Committee is authorised to fulfil the following responsibilities on behalf of the Board of Directors:

### Educational policy

- Working with the CEO, develop and implement the Trust's educational policy including pastoral and transitions.
- Prepare of overall Trust policy on safeguarding for approval by the Trust board

### Data, Standards, Teaching and Learning

- Monitor student progress, and how each academy is ensuring the highest possible outcomes for pupils through the delivery of high quality provision.
- Monitor how each academy is using target setting.
- Consider educational aspects of the Trust's performance monitoring framework and make proposals to the Trust Board.
- Review the Trust's data tracking to identify progress including strengths and areas to develop and to receive details on the impact of targeted interventions.
- Have a strategic overview of the prior attainment data and accreditation for each academy.
- Review proposed revisions to the Trust's Strategic Plan.
- Monitor the quality of educational provision including a review of the Trust's self-evaluation.
- Evaluate the effectiveness of the priorities and resource allocation in the Academy Improvement Plan.

### Student Welfare and Safeguarding

- Have a strategic overview of attendance, behaviour and welfare of pupils across the Trust.
- Ensure that each academy's policy on SEN is consistent with the Code of Practice and Equality Act and that arrangements are made to ensure the policy is monitored and reviewed regularly.
- Ensure each academy is fulfilling its responsibilities regarding child protection and the requirements of 'Keeping Children Safe in Education'.
- Review any safeguarding issues as referred by LGBs, other committees or Trust board.
- Ensure that we take due regard of the need to prevent our students from being drawn into terrorism (PREVENT duty under section 26 of the Counter-Terrorism and Security Act 2015).
- Ensure that adequate provision is made for transition through the academy for all pupils.
- Have an overview of pupil destinations.

### Curriculum & Staffing

- Have a strategic overview of curriculum matters.
- Consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant committees or the Trust Board.
- Ensure that arrangements for individual directors and governors to take a leading role in specific areas of provision are in place, e.g. Safeguarding etc. and to receive regular reports and advise the Trust Board.

### Other

- To oversee the complaints process ensuring that the complaints processes are compliant with statutory guidance.
- To undertake investigations into complaints.
- Act where necessary as Pupil Discipline Committee for Permanent/Fixed Term exclusions.
- To ensure admission arrangements for each academy meets statutory requirements.

### **7. Reporting procedures**

The minutes of meetings of the Committee will be circulated to all members of the Trust Board.