



## **STANDARDS**

### **COMMITTEE**

Terms of reference

#### **Delegated powers:**

Yes

#### **Meetings:**

6 per year (at least once a term), in advance of the main Governing Body meeting, with additional meetings as necessary

#### **\*Relevant policies:**

Accessibility plan  
Assembly & collective worship  
Capability (Teachers; Support staff)  
EY FS  
Inclusion & SEND  
NQT  
Performance appraisal  
Staff grievance  
Whistle blowing

Autumn term/2 2020

### **Membership**

A minimum of 3 governors plus the Headteacher.

#### **Chair:**

Bryony Howe  
(To be elected at the first meeting in the Autumn term, also responsible for setting and distributing the agenda.)

#### **Clerk:**

Alice Clay  
(To be elected at the first meeting in the Autumn term, responsible for taking minutes of the meetings and sending them to the clerk of the Governing Body in a timely manner.)

#### **Members:**

Nick Buzzard  
Anita Chandler  
Alice Clay  
Anne Etchells  
Helen Froggatt  
Bryony Howe  
Laura McGill

#### **Quorum:**

3 governors plus the Headteacher (or a representative of the Headteacher).

#### **Responsibilities**

- To receive reports from the school in sufficient detail to undertake planning, monitoring and evaluation and thus enable the governing body to fulfil its strategic role. The committee will, in consultation with the Headteacher, involve other senior leaders, as appropriate.
- To contribute to, monitor and evaluate relevant parts of the self evaluation summary, the school development plan and relevant policies, reporting

### **Remit**

To oversee:

- 1 pupil achievement, ensuring the school provides a high quality teaching and learning experience and delivers a broad and balanced curriculum in keeping with the school's aims, all pupils' needs and legal requirements;
- 2 the adoption and implementation of staffing policies and procedures\*, keeping them under review to ensure that all principles of good and fair employment practice are adhered to, that staff and trade unions are consulted and legal requirements fulfilled.

### **Pupils**

- 3 Recommend / report to the governing body on pupil performance targets.
- 4 Monitor school based, local and national performance data and reports (eg the HEP Data Profile), evaluating progress and achievement and analysing the performance of different groups and subjects.
- 5 Keep under review the SEN policy, monitoring provision and ensuring that the school fulfils its responsibilities for pupils with special educational needs and with disabilities.
- 6 Monitor and evaluate the progress and attainment of vulnerable or low attaining groups eg children eligible for free school meals, looked after children, young carers, and evaluate the effectiveness of provision.
- 7 Monitor the use and impact of the school's pupil premium allocation in overcoming barriers to learning.
- 8 Monitor EAL provision and ensure that the needs of children are met.
- 9 Keep under review provision for the curriculum and associated policies\* (including collective worship) and make recommendations to the governing body as necessary.
- 10 Ensure that the school meets the General and Specific Equality Duties in relation to teaching and learning, curriculum, achievement and progress.
- 11 Determine, monitor and evaluate the range and the impact of extended activities on pupil learning.
- 12 Determine, monitor and evaluate the charging policy for school activities.

### **Staffing**



	<p>or making recommendations to the full governing body. To review school policies when needed, having regard to changes in legislation and any guidance issued by the Secretary of State, reporting or making recommendations to the full governing body.</p> <ul style="list-style-type: none"><li>• To consider recommendations from relevant external reviews for example audit, Ofsted or local authority reviews, to agree the actions needed to address any issues identified and to monitor and evaluate regularly the implementation of any plan agreed, reporting or making recommendations to the full governing body.</li><li>• To take appropriate action on any other relevant matter referred by the governing body.</li></ul>	<ol style="list-style-type: none"><li>13 Keep under review the quality of teaching and learning and the professional development needs of staff.</li><li>14 Agree the staffing establishment and structure (teaching and non-teaching) at least annually in relation to the budget and the school development plan.</li><li>15 Keep under review the appraisal / performance management policy and how staff objectives and CPD are linked to school improvement priorities; the Chair of this committee, together with the Chair of Governors, to conduct Headteacher Performance Management appraisal and set new targets in the Autumn term.</li><li>16 Establish appointment panels and arrange governor representation for Headteacher, Deputy Headteacher and, with the agreement of the Headteacher, fixed term leadership group posts.</li><li>17 Ensure that at least one governor is involved in all appointments for teaching posts and permanent contracts/appointments.</li><li>18 Arrange governor representation at support staff or SMSA interviews at the request of the Headteacher.</li><li>19 Ensure that the school complies with the General and Specific Equality Duties in relation to staff, in particular recruitment, retention and development and to report any emerging issues to the governing body.</li><li>20 Ensure the school complies with the latest requirements in relation to safe recruitment and safeguarding procedures.</li><li>21 Consider any issues referred by the Headteacher outside any scheme or policy adopted by the governing body.</li></ol>
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ToR ratified:..... (Signature) ..... (Date)