

Standards Committee

Terms of Reference

1 Objective of the Standards Committee

- 1.1 The Standards Committee (SC) is a Committee of the Fylde Coast Academy Trust (FCAT) Board. The purpose of the Committee is to assess performance of each of our schools including, but not limited to:
- The quality of education being provided and the outcomes pupils achieve
 - The personal development of pupils and how well each school meets the needs of their pupils.
 - The effectiveness of Safeguarding
 - Expectations for behaviour and attitudes of pupils.
 - Leadership and management within the Trust.

2 Committee Membership

- 2.1 Membership of the committee shall be agreed on an annual basis at the first meeting of Trustees in the academic year with a minimum of three members and a maximum of five. At least three members must be Trustees and the Chair of the Committee will be appointed from that number.
- 2.2 None of the Trustees serving on the Standards Committee will be employed by the Trust.
- 2.3 Chair's term of office shall be one year as this appointment is voted upon annually (see 2.1 above).
- 2.4 The Trustees may co-opt advisors to the committee to provide additional support and areas of expertise where appropriate.
- 2.5 The CEO will attend Committee meetings
- 2.6 The Director of Secondary and Director of Primary, or equivalents, are advisors to the Committee and other staff may be invited as appropriate at the direction of the Committee.

3 Quorum and Voting

- 3.1 It is generally expected and encouraged that decision making by the Standards Committee should be by consensus. However, it is recognised that there will be occasions where a formal vote is necessary. Trustee Members of the Committee shall have one vote each.

- 3.2 This is subject to any member of the Committee having an interest, loyalty or duty that conflicts, or is reasonably likely to conflict, with the interests of the Committee. In such cases the Committee member must declare his or her interest for the particular item and must not vote on or be present for the vote on that item.
- 3.3 The quorum for the Committee shall be two non-conflicted members. Where a split vote is reached the matter will be referred to the Trust Board for resolution.

4 Delegated Power

- 4.1 The Committee is authorised to invite persons to assist or advise on a particular matter or range of issues to attend meetings.
- 4.2 In the event of a request for a decision to be made between meetings, the CEO will determine whether the decision could not reasonably wait for the next scheduled Standards Committee or Trust Board meeting. This decision will be based on the overall impact to the safe and legal operation of the Academy / Trust and approved by the Chair of the Committee in consultation with the Chair of the Trust board and facilitated by the Governance Professional.
- 4.3 Full details of all approval actions, including an explanation as to why the decision could not reasonably wait, must be minuted, explained and ratified at the earliest opportunity by either the Committee or the Trust Board.
- 4.4 The Committee is authorised to investigate any activity within its terms of reference or specifically delegated to it by the Board including to (a) request any information it requires from any employee or other assurance provider; or (b) obtain outside legal or independent professional advice it considers necessary with approval of the Trust Board.

5 Meetings

- 5.1 The Standards Committee will meet three times a year or more frequently as circumstances require. The Committee Chair may convene a meeting at other times if considered necessary or upon the reasonable request of any Committee member. No less than 7 days' notice will be provided for extraordinary meetings.
- 5.3 Meetings will be scheduled by the Governance Professional with advice from the CEO to align with key data collection points and educational outcomes.
- 5.3 The Governance Professional shall be appointed by Trustees and shall attend and service Committee meetings, including circulating the agenda and papers before each meeting, and preparing the minutes.
- 5.4 The Chair will set the agenda for the Committee meetings in conjunction with the Governance Professional and relevant staff.

- 5.4 Meetings will be chaired by the Chair of the Committee. In the absence of the Chair, the Committee will elect a temporary replacement from among the Trustee members present at the Committee meeting.
- 5.5 In the absence of the Governance Professional the Committee will approve a replacement for the meeting.
- 5.6 The Governance Professional will circulate an agenda and papers at least one week before each meeting.
- 5.7 Attendance at each meeting, matters discussed and recommendations for decisions will be recorded. The written minutes of each meeting will be submitted to the next meeting of the Committee and to the Trust Board.

6 Reporting

- 6.1 The Committee Chair will update the Trust board on educational provision and progress.
- 6.2 The Committee will review its constitution and terms of reference annually and recommend any changes necessary to the FCAT Board.

7 Key Responsibilities

- 7.1 To monitor the quality of education, 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, Ofsted reports and reports from external and internal reviews for this purpose.
- 7.2 To ensure the LGBs are implementing and scrutinising targets for pupil progress and attainment and have in place action plans in order to meet agreed targets.
- 7.3 Through the Executive Team, monitoring the curriculum available at each school, including its intent, implementation and impact, and supporting and promoting rich curriculum development.
- 7.4 To ensure that each school's curriculum 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 a local level.

- 7.5 To monitor the effectiveness of the approach to and support for vulnerable pupils, including those with SEND, across the Trust and ensuring that their requirements are being met by all schools, including through annual SEND reviews and the effective deployment of the Pupil Premium Grant.
- 7.6 To identify any patterns, trends or areas of concern and oversee any action plans implemented by the Executive Team for individual schools or across the Trust.
- 7.7 To ensure that Trust delivery of safeguarding activities and support for children aligns with Keeping Children Safe in Education and other relevant guidance.
- 7.8 To ensure that schools are fostering the Trust's vision of enriching children's lives through collaboration, support and challenge so that every child is successful
- 7.9 To oversee parental engagement in governance and reviewing parental perspectives arising from parental surveys and engagement.
- 7.10 To ensure that appropriate, high quality school development plans are written and in place for each school and that these are implemented and regularly monitored, reviewed and scrutinised by local governing bodies.
- 7.11 To ensure that school improvement resources are properly prioritised and monitor the impact of resources, including the School Improvement Team, on FCAT schools and outcomes.
- 7.12 To monitor the effectiveness of quality assurance processes regarding teaching and learning, the curriculum, inclusion and the sharing of good practice across the Trust.
- 7.13 To monitor the PSHE provision 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.)
- 7.14 To monitor the effectiveness of arrangements for pupil support and representation, for monitoring pupil attendance and for pupil discipline, and ensuring that appropriate action is planned and taken in order for schools to meet agreed targets.
- 7.15 To monitor the effectiveness of the transition preparation arrangements for children both leaving and joining FCAT schools.
- 7.16 To promote and scrutinise school to school partnership working, through dissemination of good practice, collaboration and across-Trust training.

- 7.17 To monitor the effectiveness of staff professional development
- 7.18 To monitor the provision of careers education and guidance, including for the primary sector.
- 7.19 To monitor the operational risk of school failure due to ineffective school leadership and management and/or school standards as defined in the Risk Register, taking action through the Executive Team when deemed appropriate.
- 7.20 Considering governance effectiveness across the Trust and ensuring governance arrangements are conducive to effective working, ensuring checks and balances but avoiding duplication at different levels and delivering good two-way communications.

8. Terms of Reference

- 8.1 The committee's terms of reference will be reviewed annually at the first Trust Board meeting of the year. Any additional changes during the year must be referred to the Trust Board for approval as per the Scheme of Delegation.

Approved by FCAT Trustees on Tuesday 12th September 2022