

EDUCATION COMMITTEE TERMS OF REFERENCE 2022-23

Membership:	At least four governors plus the Headteacher or deputy.
Quorum:	Three members (inclusive of the Headteacher or deputy).
Meetings:	Four of five per year, related to the full GB meetings.
Raison d'être	To support the school staff in securing high standards of progress and attainment for all children. To monitor actions being taken in line with the School Development Plan.
Tasks:	To consider and report to the governing body on standards and other issues relating to the school's curriculum and educational matters, including statutory policies. To celebrate success.
Key Policies:	Governors' Monitoring Marking Policy Children With Medical Needs Sex Education School Behaviour Statement Behaviour & Exclusion Policy
Lead Governors:	Chair of Education Committee Clerk of Education Committee Link - SEND Link - Safeguarding Link - F,P&P

ACTIVITIES: Monitor the effectiveness of school improvement priorities and judge their impact on teaching and learning.

Autumn term	Agree work priorities
	Agree Terms of Reference
	Agree lead roles
	Set dates for the year
	Look at pupil tracking systems and assessment procedures.
	Discuss data and implications.
	Discuss progress on Ofsted Action Plan (only if following a recent inspection).
	Study School Development Plan and ensure monitoring is appropriate.

	Feedback from monitoring and decide on recommendations to Full Governing Body (FGB)
	Receive attendance, persistent absenteeism and behavior report from HT

Spring term	
	First meeting – review action plan achievements (e.g. from SDP) –have priorities changed? Any cost implications for new budget? Make recommendations to FGB.
	Progress of key priorities against School Development Plan and feedback from governor monitoring. Decide on recommendations to FGB.
	Review relevant policies if necessary.
	Review latest data on SPTO. Are children making good progress towards their targets, including vulnerable groups?
	2 nd Meeting: Analyse parental questionnaires: what are the key messages? Are any actions necessary to improve educational provision? If so, make recommendations to the FGB.
	2 nd Meeting: To what extent are stakeholders engaging with school priorities? Recommend actions to FGB if necessary.
	Receive attendance, persistent absenteeism and behaviour report from HT

Summer term 1	Review policies if necessary.
	Review latest data on SPTO. Are children making good progress towards their targets, including vulnerable groups?
	Receive report from governor with responsibility for SEND, advise/make recommendations to the GB as appropriate.
	Progress of key priorities against School Development Plan and feedback from governor monitoring. Decide on recommendations to FGB.
	Receive report on progress of performance management .

Summer term 2 nd	Review policies if necessary.
	Review latest data on SPTO. What are the key messages and trends across the school? Make recommendations to the FGB.
	Report from HT about performance in SATs
	Undertake self review for the year to assess whether priorities have been achieved; make recommendations to the FGB on committee membership, terms of reference, delegated powers and new year priorities.
	Receive attendance, persistent absenteeism and behaviour report from HT