

Education Standards and Performance Committee

Terms of Reference

Purpose

The main purpose of the Education Standards and Performance Committee (ESP) is to maintain strategic oversight of the education performance across all schools in the Trust.

The Committee will action matters relating to Education Standards and Performance across the Trust and its schools on behalf of and as delegated by the Trust Board and to report back on decisions, recommendations, comments and suggestions.

The Committee will oversee the performance of the Local Governing Boards (LGBs) to ensure that the delegated responsibilities for education, curriculum and community are discharged as per the scheme of delegation.

Duties

The duties of the Committee shall be:

- to identify the KPIs which it will use to monitor the areas of provision for which it is responsible.
- to ensure that the highest possible standards are set and maintained across the Trust and that effective processes are in place for the quality assurance of teaching and learning, the curriculum, inclusion, safeguarding and the sharing of good practice across the Trust.
- to receive regular updates from the Local Governing Board (LGB) on actions taken that demonstrate effective governance of the school's educational performance, progress made against the school improvement plan (SIP), and engagement with the local community.
- to receive regular overview reports from the Director(s) of Education regarding standards and performance in each school of the Trust drawn from SIDPs, SEFs, Headteacher's reports, data updates, internal and external monitoring visits; and presented against the following main headings:
 - leadership and management,
 - quality of education,
 - behaviour and attitudes,
 - attendance and personal development.
- to identify, based on exception reports from the Director(s) of Education, any areas of concern in individual schools in respect of standards and performance, and to commission an action plan to address those concerns. The action plan will be monitored by the Local Governing Board with progress reported to this Committee.
- to ensure, based on an annual report from the Director(s) of Education and through periodic reporting from LGBs, that curricula in the Trust schools are balanced and broadly-based including specific requirements (eg sex and religious education) and, in any schools where this appears not to be the case, to identify and support development.

- to review, or oversee arrangements for individual Trustees and/or local board governors to review, specific areas of provision (eg pupil premium grant, SEND).
- to maintain oversight of safeguarding, based on reports from the Safeguarding Trustee and Safeguarding Lead Officer, the LGB, and periodic school/academy safeguarding audits.
- to maintain oversight of pupil exclusions taking place within Schools within the Trust.
- to scrutinise, review and approve Trust policies under delegated authority from the Trust Board.
- to support the Chief Executive Officer (or the Director(s) of Education) in the creation, implementation and monitoring of the Trust's internal self-evaluation development plan and any external or post- Ofsted action plans.
- each year to advise the Trust Board with respect to targets for student achievement across the Trust for inclusion in any Trust Development Plan.
- each year to ensure that effective arrangements are in place across the Trust for pupil/student support and representation, for monitoring attendance and for pupil/student discipline. The arrangements will include assurance that effective governance oversight is being discharged by the LGB.

Membership

The committee will be composed of up to 3 Trustees.

Trustees must declare all relevant pecuniary interests.

Clerking

Meetings will be clerked by Trustee clerking staff.

Organisation

To meet at least three times a year. Extraordinary meetings may be called at two or more Trustees request. All committee members must be notified of any such meeting and all may attend.

Quorum – at least two members. Where voting is required, there is one vote per Trustee. Absent Trustees may submit a vote in writing or by written proxy. Where required, the Chair may exercise a casting vote.

The Chief Executive and/or Deputy Chief Executive will attend but will not have voting rights. Others, for example the Director(s) of Education, the Director of the Learning Institute, Headteachers or Chairs of Local Governing Boards, may attend at the discretion or request of the Committee.

Chairing

Committee members will elect a Chair annually. The Chair of the Trust Board cannot also discharge the role of Chair to this committee, although they may be a member.

The Chair will construct agendas with the help and support of the executive team and will approve draft minutes for circulating.

Reporting

The minutes of this committee will be available in full the Trust Board. The Chair will construct a one page summary document for presentation to the full Trust Board.

Disqualification

Any employee of the trust.

Professional Advisers

To be decided by Trustees as required.

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