

TERMS OF REFERENCE FOR STANDARDS COMMITTEE

1) Membership:

The governing body has to decide the membership of the committee on an annual basis. A clear resolution approving the membership of the committee must appear in the minutes of the main governing body.

Where the headteacher is a governor they will be an automatic member. Alternatively if the headteacher is not a governor they have a right to attend all meetings of the Standards Committee.

The committee will elect from their number a chair at the first meeting of each academic year.

2) Name of Clerk:

The governing body must appoint a clerk to each committee who must not be the headteacher of the school. The governing body can appoint a governor to clerk this committee. It is up to the governing body if they are a member of the committee or not. The governing body can also appoint a trained paid clerk or volunteer.

3) Quorum:

It is recommended that the quorum is the headteacher plus two members of the committee. This will depend upon the overall membership size of the committee.

4) Meetings:

Meetings will be held once each term, as required. One week's notice of the agenda must be given by the clerk of the committee when convening a meeting. The clerk will be responsible for calling the meetings and producing minutes.

5) Function:

Decisions taken by the committee must be led by the priorities identified within the school's improvement planning documentation. The main function of the Standards Committee will be to advise and work with the headteacher to promote the best educational outcomes for all children at the school - subject to the following:

- To monitor standards, achievement and progress of children in the school
- To monitor the school's priorities for improvement in improving standards and children's learning
- To receive evaluation on the school's priorities and consider the school's suggestions for the future plans.
- To consider and advise the governing body on achievement and other matters relating to the school's curriculum, including statutory requirements and the School's Curriculum Policy
- To appoint link governors to monitor and report on, the school's priorities for improvement in children's achievement.

- To review the overall effectiveness of the school's performance management policy in raising achievement
- To review the school's performance in line with local schools and national
- To consider the Note of Visit report(s) from the local authority and any other reports on the performance of the school
- To review all curriculum and learning policies (list school specific policies)
- To review all equality policies
- To ensure the learning needs of different groups of children are met and that their outcomes are improving, including children entitled to free school meals (FSM) and children who have special educational needs (SEN)
- To review the impact of all targeted funding to improve achievement, such as pupil premium.
- To look at attendance data and examine what the school is doing if attendance needs to be improved.
- To ensure safeguarding in the school is effective.
- To ensure that agreed procedures are in place for educational visits, including the appointment of a named co-ordinator.
- To ensure the information on the school website complies with statutory requirements