

Terms of Reference for Reach South Board Educational Standards and Performance Committee

The board of trustees (the **Trust Board**) of Reach South Academy Trust (the **Academy Trust**) has established a committee of the Trust Board to be known as the Educational, Standards and Performance Committee (the **Committee**). These are its terms of reference.

Membership

The Committee will be appointed by the Trust Board and will comprise no more than five and no fewer than three members, a majority of whom will be Trustees.

The Trust Board will appoint one of the members of the Committee as its chair (the **Chair**).

The Committee will elect a Clerk to the Committee.

Attendance

The Committee may ask the Chief Executive Officer and any other senior executive to attend meetings of the Committee either regularly or by invitation, in order to provide information.

Voting

The quorum for each meeting shall be one half of the numbers of the Committee rounded up and a majority of those present must be Trustees. Decisions of the Committee shall be taken by a simple majority of those present and voting. The Chair will have a casting vote on an equality of votes.

Meetings

The Committee shall meet termly on such dates as shall be determined by the Committee from time to time and at such other time as the Clerk shall specify at the request of any member of the Committee.

Unless otherwise agreed, notice of each meeting confirming the venue, date and time together with an agenda shall be sent to each member of the Committee and any other person invited or required to attend no fewer than seven working days prior to the date of the meeting.

Minutes

The Clerk will minute the proceedings and resolutions of the Committee and ascertain, at the beginning of each meeting, the existence of any conflicts of interest and minute them accordingly.

Minutes of each Committee meeting will be sent to all members of the Committee and the Trust Board within seven working days of the meeting.

Authority

The Committee is authorised by the Trust Board to investigate any activity within its terms of reference. It is authorised to seek any information it requires from any employee and all employees are directed to cooperate with any request made by the Committee.

The Committee is authorised by the Board to obtain outside legal or other independent professional advice and to secure the attendance of any person at any Committee meeting with relevant experience and expertise if it considers this necessary.

Duties

The duties of the Committee shall be:

- to ensure that the highest possible standards are set and maintained across the Academy Trust
- to receive a termly report from the Executive Team regarding standards and performance of the Academy Trust against key performance indicators (including attendance)
- to identify any areas of concern in respect of standards and performance and to implement an action plan with the Executive Team
- to ensure that the Academy Trust's curriculum is balanced and broadly based
- to scrutinise and review Academy Trust policies for recommendation to the Trust Board
- to ensure that effective processes are in place for the quality assurance of teaching and learning, the curriculum, inclusion and the sharing of good practice across the Academy Trust
- to support the Chief Executive Officer in the creation, implementation and monitoring of the Academy Trust's self-evaluation development plan and any post-Ofsted action plan
- to advise the Trust Board with respect to targets for student achievement across the Academy Trust
- to ensure that effective arrangements are in place across the Academy Trust for pupil support and representation and for monitoring pupil attendance and for pupil discipline
- to review the imposition of fixed term and permanent exclusions by Headteachers across the Academy Trust to ensure that sanctions are being used appropriately
- to review the overall patterns of behavioural matters and to evaluate the implementation and effectiveness of the Academy Trust prescribed Academy level behaviour policy
- to ensure that arrangements (including training requirements) are in place to safeguard and promote the welfare of children in accordance with KCSIE and Working Together to Safeguard Children 2018 (and that arrangements are in place to review such arrangements)

- to ensure that the requisite arrangements are in place at each Academy to comply with the Admissions Code and School Admission Appeals Code 2012
- to review the effectiveness of the SEND provision across the Academy Trust including:
 - the effectiveness of the Academy Trust prescribed Academy level Special Educational Needs and Disability (SEND) policy;
 - the appointments of the SENCo for each Academy; and
 - ensuring SEN information reports are prepared and published
- to review and recommend the times of Academy sessions and the dates of Academy terms and holidays to the Trust Board for approval
- to review, on a regular basis, its own performance, constitution and terms of reference to ensure it is operating at maximum effectiveness