

## **TERMS OF REFERENCE FOR THE STANDARDS AND EFFECTIVENESS COMMITTEE**

### **Membership**

- The committee shall consist of 6 members of the Governing Body, including the Headteacher, the Chair and Vice-Chair of Governors and three other governors.
- The committee will be chaired by the Chair of Governors.
- Non-voting participants may be invited to meetings by the committee as and when required. These could include:
  - senior leaders
  - middle leaders
  - the school adviser and other LA advisers working with the school (N.B. the special support adviser working with the school has a duty to report to it on the outcomes of any monitoring carried out or support provided).
- Membership of the committee shall be reviewed and determined annually.

### **Quorum**

The quorum shall be a minimum of 4 governors, including the Headteacher.

### **Meetings**

- The clerk to the committee shall be responsible for convening meetings. Procedures of any meetings must be minuted and presented to the next meeting of the Governing Body.
- The committee shall meet at least once a term, and otherwise as required.

### **Responsibilities**

The main function of the committee is to monitor progress, evaluate the achievement of the school and its pupils and the quality of education provided. In particular the committee will:

1. Monitor pupil progress in relation to targets set and with specific reference to particular groups especially those supported by the Pupil Premium Grant.
2. Receive regular reports from the Headteacher on the quality of learning and teaching and the impact of improvement and intervention strategies.
3. Monitor progress in the priorities of the School Improvement Plan and other key strategic documents, paying particular attention to the impact of leadership and management on pupils' standards, progress and behaviour.
4. Contribute to the preparation of any appropriate action or improvement plans.
5. Where appropriate, review and evaluate the effectiveness of LA support and intervention.
6. Ensure that members of the committee and other governors have a clear understanding of the vision, aims, strengths and weaknesses of the school so that they can actively contribute to school self-evaluation and the completion of any self-evaluation summary document.

7. Ensure that committee members and other governors keep themselves informed of key, relevant initiatives and take part in appropriate training.
8. Provide regular reports, via committee minutes, to the full Governing Body on the impact of improvement strategies on achievement and progress.