

OWLCOTES MULTI-ACADEMY TRUST

Achievement and Standards Committee Terms of Reference



March 2018

March 2021

Achievement and Standards Committee

1. Terms of Reference

- a) These terms of reference are drafted and maintained by Owlcotes Multi-Academy Trust (OMAT). The Trustees may make amendments to these terms of reference, as described in the Trust's Articles of Association;
- b) The terms of reference will be reviewed annually by the OMAT Board of Trustees;
- c) In the event that amendments are made, the OMAT Board shall notify the chair of the committee and the chair of each Local Governing Board (LGB), who shall make the other Governors aware of the changes.

2. The Owlcotes Board of Trustees and the Achievement and Standards Committee

OMAT is a charitable company limited by guarantee. It has entered into a Master Funding Agreement with the Department for Education and a Supplemental Funding Agreement in respect of the school and so it is OMAT that is ultimately responsible to the Department for Education (DfE). The Trustees are responsible for the general control and management of OMAT in accordance with the Articles of Association of the Trust. The Achievement and Standards committee is a sub-committee of the OMAT Board of Trustees and has delegated powers outlined in the 'Scheme of Delegation' document.

3. Achievement and Standards Committee – Membership Matters

Membership of the Local Governing Board is determined in accordance with the following:

- a) The committee will have a minimum of 3 members who will be Trustees of OMAT;
- b) The meeting will be quorate if the majority of the committee is present;
- c) The OMAT Board of Trustees will determine how often the committee will meet, but it is expected that the committee will meet at least 3 times each year;
- d) At the inaugural meeting and annually thereafter the committee will elect a chair;
- e) Every matter to be decided must be determined by a majority of the votes of the Trustees present – one vote per committee Trustee. If a majority cannot be reached then the chair will have the casting vote;
- f) The CEO and TDO will normally attend meetings of the Achievement and Standards committee;
- g) The committee may invite persons who are not Trustees to attend meetings to advise on issues. These persons will not be entitled to vote;
- h) A clerk will be appointed and will minute the committee meetings which will be sent to the OMAT Board of Trustees;
- i) The committee will conduct an annual review of its work and report the outcome to the OMAT Board of Trustees.

4. Purpose of the Achievement and Standards Committee

The purpose of the Achievement and Standards Committee is to:

- a) Monitor pupils' attainment and achievement in all schools within OMAT;
- b) Monitor the quality of education and its impact on learning in all schools within OMAT;
- c) Ensure the curriculum offer is relevant and appropriate for all pupils;
- d) Contribute towards the review, revision and monitoring of the OMAT Development Plan.

5. Specific Duties of the Achievement and Standards Committee

5.1 Performance

- a) Recommending to the OMAT Board of Trustees for approval, the Achievement and Standards targets of the individual schools including the approval of each of the schools' improvement /development plans. This will be done in consultation with the Owlcotes Executive Leadership Team;
- b) Considering and evaluating performance of the schools against the targets set in relation to academic standards and other matters. This will be done in consultation with the relevant Local Governing Boards;
- c) Review Schools' self-evaluation summary reports to ensure the robustness of judgements made;
- d) Report where risks are identified in relation to OFSTED benchmarks and expected standards;
- e) Holding each school's leadership to account for academic performance, quality of curriculum and quality of provision;
- f) Considering the effective use of grant funding - such as Pupil Premium funding and Sports funding - by the individual schools;
- g) Receiving reports from LGBs and/or the CEO on the Quality of Education and making recommendations to the Trust Board;
- h) Considering the aims and priorities for raising standards of achievement in each of the schools.

5.2 Curriculum

- a) Considering curriculum issues to ensure that all schools meet the statutory curriculum requirements;
- b) Receiving reports from the LGBs/ Headteachers in relation to attendance, exclusions, and other disciplinary matters for each school;
- c) Ensuring that the legal requirements for children with special needs are met and that they are given support for learning;
- d) Ensuring that each school fulfils its legal requirement to publish information about their performance and curriculum.

5.3 Policies

- a) Receiving and considering revisions to policies which relate directly to the work of this committee including but not limited to: special educational needs; equality; support for learning; spiritual, moral and cultural education; attendance and punctuality; educational visits; sex and relationships education;
- b) Working on behalf of the OMAT Board to ensure each school complies with its commitment to training for all staff including, but not limited to periodic safeguarding and Child Protection Training.

5.4 General

- a) Reviewing or investigating any matters referred to the Achievement and Standards Committee by the OMAT Board;
- b) Drawing any significant recommendations and matters of concern to the attention of the OMAT Board of Trustees;
- c) Identify any areas that would benefit from a MAT-wide approach, including sharing of teaching and learning resources and approaches, and learning from practice;
- d) To examine the outcomes of any peer-review, school support etc and the resources that are being directed to support school improvement.