



Standards Committee Terms of Reference

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DOCUMENT CONTROL

Unless there are legislative or regulatory changes in the interim, this policy will be reviewed every year. Should no substantive changes be required at that point, the policy will move to the next review cycle.

1. Committee Purpose

- 1.1. Mercia Learning Trust's Board of Trustees has resolved to establish a standards committee to advise our board on matters relating to our trust's curriculum, quality and standards, safeguarding and SEND. The committee will also advise and aid our board in ensuring the standards of leadership and management is high. This will include proper planning, monitoring and probity.
- 1.2. The Standards Committee is responsible to our trust board.
- 1.3. The committee's terms of reference are agreed and adopted by our board and can only be amended with the approval of our board.
- 1.4. The Standards Committee will consider:
 - 1.4.1. Impact of classroom practice.
 - 1.4.2. Implementation of the curriculum.
 - 1.4.3. progress of all pupils, with a particular focus on vulnerable groups.
 - 1.4.4. safeguarding.

2. Authority

- 2.1. The committee will report to our board on any decision taken in accordance with the Scheme of Delegation.
- 2.2. The committee is authorised to investigate any activity within its term of reference or specifically delegated to it by our board.
- 2.3. The committee is authorised to obtain any legal and professional advice it considers necessary, normally in consultation with the chair of our trust board.

3. Composition

- 3.1. The committee will consist of a minimum of 3 trustees who will be appointed by our board. The chair of our trust board should not be the chair of the standards committee.
- 3.2. The members of the committee shall hold office from the date of their appointment until resignation or omission from membership on subsequent consideration by our board. Our board will review committee membership on an annual basis at the start of each academic year.
- 3.3. The committee will appoint a chair and vice chair.
- 3.4. Our governance officer will attend all meetings.
- 3.5. The CEO, executive director of secondary standards, school improvement director and any other staff involved in school improvement will attend meetings as required.
- 3.6. Any other members of staff or external professionals will be invited to attend relevant meetings as required.
- 3.7. The committee will meet twice per academic year.
- 3.8. The quorum shall be 2 trustees.
- 3.9. The administration of meetings will be managed by our trust governance officer. Agenda and papers will be circulated, whenever possible, to members of the committee 7 days in advance of the meeting.
- 3.10. In addition to voting in person at a meeting, trustees can vote on matters via e-mail to our trust governance officer (ahead of the meeting) or via video / telephone conferencing during the meeting.

- 1.1. Minutes of meetings will be agreed by the committee and shared with our trust board.

4. Reporting

- 4.1. The Committee will:
 - 1.1.1. report back to the trust board twice per year.
 - 1.1.2. attend and report on meetings that are requested by the external or internal auditors (if they consider that one is necessary.)

5. Terms of Reference

- 5.1. The main duties of the Standards Committee are to monitor and advise our board by written report each term on the following:
 - 5.1.1. overall performance of each of our trust's schools.
 - 5.1.2. academic progress and achievement of the trust's schools.
 - 5.1.3. effectiveness of primary and secondary quality assurance models and the impact of any school improvement work.
 - 5.1.4. effectiveness of leadership.
 - 5.1.5. effectiveness of governance.
- 5.2. Furthermore, to monitor and advise our board on:
 - 5.2.1. the impact of the curriculum.
 - 5.2.2. the school improvement strategies and plans.
 - 5.2.3. special educational needs (SEN) and inclusion.
 - 5.2.4. school attendance and exclusions.
 - 5.2.5. partnership working.
 - 5.2.6. admissions.
 - 5.2.7. community engagement.
 - 5.2.8. safeguarding.