

LINCOLN ANGLICAN ACADEMY TRUST

STANDARDS COMMITTEE

TERMS OF REFERENCE Adopted September 2016

1. Powers, Roles, Responsibilities of the Committee

- 1.1 The Lincoln Anglican Academy Trust (LAAT) appoints the Committee to oversee all strategic matters in relation to standards in schools. The Committee will aim to:
- 1.2 Monitor the outcomes of OfSTED Section 5 inspections, Section 8 and Section 48
- 1.3 Maintain a watching brief on ethos, RE,CW, values and Church School distinctiveness and their impact on standards
- 1.4 Monitor school data, outcomes and progress across LAAT schools
- 1.5 Monitor and facilitate strategic partnerships – developing intelligence of, and sharing good practice
- 1.6 Monitor the training need and provision within LAAT and the effectiveness of succession planning within LAAT schools
- 1.7 Monitor the effectiveness of governance across the LAAT and have an understanding of development needs

2 The LAAT requires the Committee to keep Minutes of its proceedings and decisions and to present them at the earliest opportunity to the LAAT Board.

3 The Committee shall have no authority to act over matters which another Committee has been made responsible

4 Membership and Functions within the Committee

- 4.1 Members of the Committee will be appointed by the LAAT Board
- 4.2 There will be not less than three members and not more than six
- 4.3 The Committee will have the authority to co-opt members (who will have voting rights) subject to total membership not exceeding six members, co-options being ratified by the Board at its next meeting
- 4.4 Appropriate Education Officers shall be invited to attend to advise and facilitate discussion and decision making but shall not have voting rights
- 4.5 The Committee may invite observers who may contribute to the debate, but again, will not have voting rights.
- 4.6 Membership of the Committee shall be reviewed and renewed by the LAAT at their first meeting of each academic year
- 4.7 The Clerk to the Committee shall attend, if possible, every meeting of the Committee, shall advise, and shall record Minutes, including a list of those attending. The clerk shall present Minutes of the Committee to the Committee for approval at the next meeting, thereafter retain copies safely in the Minutes File as the Minutes of the meetings of the full LAAT Board. In the clerk's absence, the committee shall make such arrangements as they think fit.

- 4.8** At the first meeting of the academic year, the Committee shall elect one of their number to be Chairman for the year. That member or in his/her absence, another member, shall chair every meeting of the Committee
- 4.9** The Committee will be quorate at 40% (rounded up) i.e. two members (minimum attending three if membership is six)
- 4.10** It is expected that the Committee will come to consensus decisions, but if that proves impossible then decisions shall be made by simple majority voting. In the case of a tie, the Chair will have the casting vote. Wherever it is necessary to have a vote, details must be recorded in the Minutes
- 4.11** The Clerk to the Committee shall act as Convenor of the Committee and shall attend, if possible, every meeting
- 4.12** The Committee shall be, normally, properly convened by the Clerk issuing a call and agenda at least seven clear days before the meeting proposed, to members at their homes; exceptionally with the approval of the Chairman, this process may be adjusted.
- 4.13** The Committee shall meet whenever they have business to consider and decide upon at least three times per year. Meetings to take place at an appropriate interval before the Board meeting to enable guidance, comment and report to be passed to the Board members in good time.

5 Material Interest

- 5.1** Any member of the Committee who has, or whose relative living with him/her has a direct or indirect pecuniary or other material interest (as defined in the Education [School Government] Regulations then current) in any matter discussed or to be discussed at a meeting of the Committee shall, at the earliest opportunity, bring that fact to the attention of the Committee. They may participate in the debate but, if the interest is significant (as determined by the Chair) may not take part in the financial decision making process.

6. Review

- a. This constitution will be reviewed every 3 years

Appendix:

Key Skills required of members of the committee

Key Skills

- Understanding of educational data and information
- Understanding of the political agenda including academy structures
- Interpersonal skills
- Communication, integrity and compassion
- Inspirational guidance and vision
- Technological expertise
- Educational practice – monitoring inspection reports