

WMAT Trust Board School Improvement Committee

2019-20 Terms of Reference

Committee Membership and Meetings;

1. The membership of this committee shall be;
 - Jennie Perry - Trustee
 - Stephen Wilson - Trustee
 - Frances Bartlett - Trustee
 - Annabel Kay – Trustee and CEO
 - Natalie Dayer – Warriner Governor and co-opted member of committee

The WMAT School Improvement Director is invited to attend meeting and to report to the committee.

2. Additional attendees can be invited to assist or advise on a particular matter or range of issues. Any board member may attend a meeting as an observer.
3. The membership will be agreed annually, normally at the first meeting of the board in the autumn term. It must include a majority of Board Members.
4. The Chair shall be elected by the committee on an annual basis at its first meeting in the autumn term. If the Chair is absent from a meeting the committee will elect a temporary replacement. No employee or non-director can be a Chair.
5. The quorum for each committee meeting is fixed at 3 and must include a majority of board members eligible to vote.
6. All members of the committee may vote and where necessary, the committee Chair may have a second or casting vote.
7. The committee must meet at least three times each academic year, prior to WMAT Board meetings, and as often thereafter as is necessary to fulfil its responsibilities.
8. The agenda and supporting papers are to be circulated at least 5 working days before each committee meeting. A formal record of the meeting will be maintained and this must be circulated to all trustees.

Purpose of Committee;

To have a strategic oversight of the curriculum, standard and quality of educational provision across the Multi Academy Trust as a whole and to be able to use this to challenge senior leaders to ensure the best possible outcomes for our pupils.

The Committee will be responsible for;

1. Monitoring the impact of school improvement in all MAT Schools
2. To monitor and review progress against the WMAT Development Plan.
3. To agree common school development themes and an appropriate response to the challenges identified.
4. Monitoring the progress and outcomes of all children within the MAT from EYS to year 13.
5. To receive and act on, as appropriate, an annual summary analysis of each year's statutory data and advise the MAT Trustees and hold the Local Governing Bodies (as appropriate) accountable for any issues arising.
6. Reviewing key national initiatives and monitoring the delivery of appropriate responses
7. To scrutinise, consider and challenge a wide range of teaching and learning targets, including overall performance across all schools.
8. To review the monitoring of the quality of teaching in all MAT schools
9. To agree a common framework for data reporting
10. To provide strategic leadership to Local Governing Bodies on issues related to school improvement
These include
 monitoring of their schools curriculum and educational outcomes,
 Implementation of the Safeguarding policy,
 Deployment of Pupil premium funding,
 School specific content of websites and prospectuses,
 Development and implementations of admissions policies,
 Management of fixed term and permanent exclusion of students,
 Behaviour policy
 RE provision
 SRE policy
11. To have oversight of the quality of scrutiny of LGBs on issues relating to school improvement and make recommendations if required.
12. To provide a strategic oversight of the curriculum in each MAT school.
13. To monitor the effectiveness of each curriculum in support of KS transition
14. To strategically review curriculum related policies, specifically the Teaching and Learning and Sex and Relationship policies.
15. To Coordinate MAT response to OFSTED inspection visits and final reports, including impact on all schools of any standards related matters.

16. To work with other committees and provide input to any committee plans to ensure performance and standards are properly considered and appropriate funding assigned.

Reporting requirements;

Produce a summary report to the Directors after every meeting including;

- decisions taken,
- areas of concern
- each individual school's performance against national tests and examinations.
- action plan in response to OFSTED inspection findings on any standards related matter.
- National/local changes to statutory requirements ref school improvement
- Issues which have implications for finance and personnel decisions

Advising and requiring actions of Local Governing Bodies

Specific responsibility for the dissemination of information and actions required of Local Governing Bodies will be delegated to a clerk to the WMAT. Local Governing Bodies will be required via that person to confirm actions taken.

Advising and requiring actions of Academy Schools

Delegated responsibility for informing and ensuring actions required by the committee are executed at individual school level will be through the Chief Executive Officer and recorded in the committee minutes.

Policies and Procedures assigned to this committee are:

Prospectus and website (As pertain to the MAT)

WMAT Behaviour principles statement

WMAT overarching attendance policy

These Terms of Reference for the School Improvement Committee of the WMAT were approved by The WMAT Trust Board on the 10th July 2019

Review Due September 2020