



TRUSTEE BOARD OF POLYMAT
TERMS OF REFERENCE FOR THE STANDARDS COMMITTEE

Approved by Trustees: 11 September 2023

Due for review: September 2024

Membership

The Trustees of PolyMAT shall determine and review annually at the first meeting of the school year the terms of reference and membership for this committee.

Quorum No

3 Trustees or, where greater, one third (rounded up to a whole number).

Chairing

The committee will appoint the Chair to this committee annually.

Attendance

Members of the committee, the Trust Executive and the Governance Professional to the committee have a right to attend committee meetings. Trustees may invite any other person to attend but only Trustees have voting rights.

Meetings

The Standards Committee shall meet at least three times per year.

Notice of meetings

Unless otherwise agreed, notice of each meeting confirming the venue, time and date, together with an agenda of items to be discussed, shall be forwarded to each member of the Committee, and to any other person required to attend, no later than five working days before the date of the meeting. Supporting papers shall be sent by email to the Committee members and to other attendees, as appropriate, at the same time. Meetings may take place by teleconference / video conference.

Minutes of meetings

Minutes of the proceedings and decisions of meetings of the Committee shall be recorded. The minutes shall include the names of those present and in attendance, any apologies received, any conflicts of interest declared, and the appointment or removal of any Committee members. Any decisions by the Committee will be taken by a simple majority. If any member of the Committee substantially disagrees with the majority on any proceeding or decision, they have the right to have this recorded in the minutes. Draft minutes of Committee meetings shall be circulated within 10 working days of the meeting to the Committee Chair before being circulated promptly to all other members of the Committee. The minutes shall be formally approved at the subsequent Committee meeting and a final signed copy maintained for the organisation's records.

FOOTNOTE

The Committee has delegated Executive Powers i.e. decisions are binding on the Board

Terms of Reference

Generally:

To maintain an overview of the policies and responsibilities concerning the Trust's delivery of education to ensure that all schools are meeting the Trust's expectations for the Quality of Education*.

Specifically:

- a) To ensure that the Trust's Vision of "Success for Everyone" and its values of Care and Unity are embedded in each PolyMAT school
- b) To set priorities for the year for the Trust's educational standards, based on the Board's Strategic Commitments, to monitor and review throughout the year and ensure that they are reflected in the improvement plans of each PolyMAT school
- c) To hold the CEO, Director of School Improvement and the School Improvement Team to account for the Quality of Education in each PolyMAT School
- d) To have oversight of educational outcomes in each PolyMAT school and of the Trust as a whole
- e) To have oversight and measure the impact of the curriculum offer in each PolyMAT school
- f) To support, monitor and review the harmonisation processes between PolyMAT schools
- g) To compare standards between PolyMAT schools where appropriate and monitor the sharing of best practice and school-to-school support
- h) To monitor and support the safeguarding and behaviour of students in all PolyMAT schools and ensure that safeguarding practices are of the highest quality
- i) To monitor and support the impact and wellbeing of staff in PolyMAT schools
- j) To review and approve policies (both Trust and individual school) relating to the Quality of Education in accordance with its delegated powers
- k) To ensure the requirements of children with special needs are met
- l) To monitor and evaluate the impact of quality of teaching on rates of student progress and standards of achievement
- m) To monitor and evaluate rates of progress and standards of achievement by students, including any specific student groups
- n) To monitor and evaluate the impact of improvement plans for each school
- o) To monitor and evaluate students' enrichment programmes and preparation for adult life

Review

These Terms of Reference shall be reviewed annually by the Trust Board. The committee may raise any suggested amendments to these Terms with the Trust Board at the time of the annual review or at any other time.

* Quality of Education refers to all aspects of student progress, learning, development, safety, and enjoyment at school and encompasses both public outcomes and internal measures. This includes, by association, the impact and wellbeing of staff.

Agreed by the Trust Board 11 September 23