



Schools' Performance Committee

Terms of Reference 2024-2025

Trust Board approved on	26 March 2025
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Role of the Committee

The Schools' Performance Committee has been established for the purposes of:

- Monitoring students' achievement and attainment.
- Oversight and analysis of examination results and progress with reference to year cohorts and to different groups (e.g. SEND, gender, ethnicity, Pupil Premium) over time.
- Monitoring of School Development Plans, curriculum and timetabling priorities.
- Making recommendations to the Trust Board regarding policy change.

Membership

The Committee will be appointed by the Trust Board and will comprise no more than four, all of whom will be Trustees.

The Committee's Chair will be elected at the first meeting and will be subject to the approval of the Trust Board.

Attendance

The Committee will ask the Deputy CEO/Director of School Improvement any other senior executives to attend meetings of the Committee in order to provide information and relevant expertise.

Quorum and Voting

The quorum for each meeting shall be two members of the Committee. Decisions of the Committee shall be taken by a simple majority of those present and voting. The Chair will have a casting vote on an equality of votes.

Meetings

The Committee shall meet termly (i.e. three times in each academic year) on such dates as shall be determined by the Committee from time to time and at such other time as the Governance Professional shall specify at the request of any member of the Committee.

Unless otherwise agreed, notice of each meeting together with an agenda shall be sent to each member of the Committee seven clear days prior to the date of the meeting.

Minutes

A Governance Professional will minute the proceedings and resolutions of the Committee. Minutes of each Committee meeting will be circulated to all members of the Committee and the Trust Board within fourteen working days of the meeting.

Review

A review of these Terms of Reference will be undertaken annually.

Delegated Duties

1. To provide independent challenge to the schools' leadership, primarily in respect of pupil performance, the quality of the school experience and execution of school improvement plans.
2. To provide formal feedback to the Trust Board on standards of leadership and delivery of the outcomes targeted by the Trust in its strategic plan and the schools in their improvement plans, highlighting strengths, weaknesses, opportunities for improvement and risks observed at working level in the schools.
3. To lead on a process of review of performance information and reports, observation and dialogue with the schools' leadership in which they question, challenge and support the leadership to the point where they are able to provide an informed view to the Trust Board of their view of performance of their school and its leadership.
4. To ensure that each academy is supported and scrutinised in their educational performance.
5. To ensure that lines of accountability are clear and that individual schools are held to account for their performance.
6. To monitor and challenge how well all pupils are doing in addition to providing strategic oversight of significant and vulnerable groups.
7. To support schools to reduce the number of children who are not in education, employment or training (NEET) at age 16 and beyond.
8. To monitor the destinations of pupils leaving the Trust's schools.

Specific areas of focus for the committee will include:

- a) Ofsted (2025 Framework) School Report Card categories (for each school within the Trust).
- b) Attendance.
- c) Safeguarding and safeguarding audits.
- d) Curriculum reviews.
- e) Reports of external validation.
- f) Suspensions and exclusions.
- g) Discriminatory incidents.
- h) SEND/number of EHCPs.
- i) Single Central Record – to receive updates on when SCRs were last audited and checked.
- j) Oversight of schools' websites and dates of website audits.
- k) Parental and community engagement.
- l) Destinations.
- m) Pupil attainment (including comparisons to targets).

- n) Pupil progress (including comparisons to targets).
- o) Pupil behaviour and behaviour management and attendance, where these have impacted on performance. Case studies from each school to be provided upon Trustees' request to the Deputy CEO/Director of School Improvement.