**BEDFORD HIGH SCHOOL GOVERNING BOARD**

**2020/21 TERMS OF REFERENCE**

|  |  |
| --- | --- |
| **STANDARDS COMMITTEE** | |
| Members | The Committee shall comprise of a minimum of three Governors |
| Associate Members | The members do not have a vote |
| Quorum | The Quorum for the Committee shall be three Governors |
| Meetings | The Committee will meet termly and more often if required. |
| Delegation | This Committee has Delegated Powers |
| Committee Chair | Elected by the Committee |
| Clerk to the Committee | Arranged by the Governing Board |
| Minutes | Approved by the Committee at its next meeting |
| Reporting Arrangements | Committee minutes will be received by the Governing Board |

|  |
| --- |
| **Administrative Responsibilities** |
| * Ensure there are effective clerking arrangements for the Committee. * Ensure that the committee receives relevant, accurate, timely and user-friendly reports on agenda items seven days prior to the meeting. * Ensure decisions, including any changes are clearly minuted. * Ensure that declarations of pecuniary interest are recorded at each meeting. * Ensure that governors, particularly committee members, receive appropriate training. |

|  |  |
| --- | --- |
| **STANDARDS** | **Term** |
| 1. To hold leaders to account for educational performance and monitor the impact of teaching, and assessment | Every term |
| 1. To hold leaders to account for the attainment and progress of all pupils, across all years and subjects including the following vulnerable groups:  * SEND pupils * Children with EAL * Children Looked After * Free School Meal pupils * Gender groups * High, middle and low attainers taking into account prior attainment. | Every term |
| 1. To ensure assessment procedures in school are robust and relevant and are evaluated in an appropriate way | As required |
| 1. To consider recommendations from external assessment of the school for example School Improvement Board, school consortia, Ofsted and other external bodies. To hold leaders to account for the agreed actions as a result of reviews and evaluate regularly the implementation of the recommendations. | As required |
| 1. To review the progress of the identified priorities within the school development plan ensuring actions contribute to raising standards, including appropriate targets and success criteria. | Every term |
| 1. To ensure that mechanisms are in place for the school to engage meaningfully with parents and carers | Every term |
| 1. To ensure parental engagement influences decision making and reviewing how this is fed back to parents and carers | As required |
| **CURRICULUM** |  |
| 1. To ensure the intent of the curriculum provided to all pupils is rich and varied and to hold leaders to account for this | Every term |
| 1. To ensure a broad and balanced curriculum is implemented across school making sure all pupils have the breadth and depth of knowledge in all subjects in line with the requirements of the national curriculum | Every term |
| 1. To hold leaders to account for the impact of the curriculum across school provided to all pupils | Every term |
| 1. To ensure the school meets it’s statutory assessment obligations under the National Curriculum. | Summer |
| 1. To review and ensure publication of information relating to the curriculum on the school website as specified by the School Information Regulations 2012 and Statutory Guidance | Autumn |
| 1. To ensure that the requirements of children with special education needs and disabilities are met, as laid out in the Code of Practice, and receive termly reports from senior leaders | Every Term |
| 1. To receive an annual report from the SEND governor | Summer |
| 1. To ensure that the school promote tolerance of and respect for people of all faiths (or those of no faith), cultures and lifestyles; and to prepare children and young people positively for life in modern Britain. | Every term |
| 1. To monitor the impact Sex Education policy | As required |
| 1. To ensure the school carries out its duties with regard to delivering Careers Education, Information, Advice and Guidance (CEIAG) to all pupils from the age of 11-19. | Every term or as required |
| 1. To ensure that arrangements are in place to allow a range of education and training providers to access all pupils in years 8-13 to inform them about approved technical education qualifications and apprenticeships, and that a policy statement setting out these arrangements is published. | As required |

|  |  |
| --- | --- |
| **PUPILS AND WELFARE** |  |
| 1. To ensure school has robust procedures in place for behaviour management and to hold leaders to account for the impact of these including the monitoring of incidents of bullying. | Every term |
| 1. To receive, in accordance with statutory guidance, notification of all exclusions (number and length) and monitor the impact on pupils | Every term |
| 1. To monitor the number of children that are electively home educated | As required |
| 1. To ensure that the school meets its equality duty in line with the Public Sector Equality Duty and has annually published information showing how it complies with the new equality duty. To ensure the accessibility plan is reviewed every three years | As required |
| 1. To monitor pupil attendance and punctuality including persistence absent and to receive updates on actions being taken to address any significant issues | As required |
| 1. To ensure that mechanisms are in place for the school to engage meaningfully with pupils |  |
| 1. To ensure pupil engagement influences decision making and reviewing how this is fed back |  |
| 1. To ensure mental health support is effective for all pupils is to inform themselves about the school's practices, and provide challenge where appropriate |  |
| 1. To consult on, set and agree and admissions policy for pupils (own admissions school only). | As required |
| 1. To apply the criteria to each application for admission, agree and return the information to the local authority for ranking. | As required |

|  |  |
| --- | --- |
| **SAFEGUARDING** |  |
| 1. To review the Safeguarding and Child Protection Policy annually for approval by the Full Governing Board and to monitor it’s effectiveness | Autumn |
| 1. To ensure that Safeguarding and Child Protection Policy is published on the school website. | Autumn |
| 1. To receive an annual report from the Headteacher detailing:  * Changes to the Safeguarding and Child Protection Policy. * All training undertaken by the DCPO and all staff and Governors. * Statistical report on the number of children and young people on the child protection register. | Summer |
| 1. To receive a monitoring report from the Governor with specific responsibility for Safeguarding and Child Protection and to ensure that the Governor is aware of their role. | Every term |
| 1. To ensure that systems are in place to review and respond to the wishes and views of the children and young people and their families and that appropriate action is taken where necessary. | As required |
| 1. To ensure that LA Safeguarding Audit is completed and reviewed regularly. | Summer |
| 1. To ensure a risk assessment has taken place under the Prevent Duty and that actions are in place and reviewed to reduce future risks. | As required |
| 1. To ensure that appropriate safeguarding systems are in place and to hold leaders to account for children and young people who go missing from education. | Every term |

|  |
| --- |
| **STATUTORY POLICIES AND PROCEDURES DELEGATED TO THIS COMMITTEE FOR APPROVAL** |
| Admissions Arrangements |
| Supporting Pupils with Medical Conditions |
| Relationships and Sex Education |
| School Exclusion |

|  |
| --- |
| **STATUTORY POLICIES AND PROCEDURES DELEGATED TO THE HEADTEACHER FOR APPROVAL** |
| Accessibility Plan |
| Children with Health Needs Who Cannot Attend School |
| Designated Teacher for Looked After and Previously Looked After Children |
| Early Years Foundation Stage (EYFS) as detailed in the Statutory Framework for EYFS |
| Careers Guidance – Provider Access Policy Statement |
| School Behaviour and Discipline |