



Inspiring Primaries Academy Trust  
Inspiring pupils to achieve for their tomorrows

## Inspiring Primaries Academy Trust Quality of Education Committee Terms of Reference

### MEMBERSHIP

- The Committee shall consist of 4 Trustees, including the CEO (as an executive trustee, the CEO is not eligible for the role of Chair).
- In addition one external co-opted member may be appointed for a term not exceeding 4 years following which they will be eligible for re-appointment.
- The Committee shall have an appropriate mix of skills and experience to allow it to discharge its duties effectively. Collectively, members of the Committee should have recent, relevant experience in educational performance.
- Members of the Quality of Education Committee shall be appointed annually by the Trust Board.
- The Chair of the Quality of Education Committee shall be appointed annually by the Trust Board.
- Executive Principals / Headteachers are invitees to the meetings of the Committee.
- The Clerk of the Trust Board shall clerk the Committee.

### ACCOUNTABILITY AND PURPOSE

- The quality of education (the curriculum, the learning and teaching, pupils outcomes) is the heart of the Trust. The Committee needs to have an accurately informed view of where the Trust and its individual schools are in each of these areas.
- Trustees, Governors and School Leaders need to have an overall, shared view based on robust evidence from different sources. Clear accountability, support and appropriate challenge is essential to drive and guide the improvement in the quality of education of all the pupils we serve.
- The role of this group is to have oversight and scrutiny of the quality of education in all the Trust's schools (our scheme of delegation also expects our LGBs to scrutinise and monitor the educational performance of their school/s).
- Hold the CEO and School Leaders to account for the quality of education received by the pupils in the individual schools and across the Trust.

### RESPONSIBILITIES OF THE COMMITTEE

- To record business and pecuniary interests.
- To act on matters delegated by the Trust Board.
- To liaise and consult with other committees (including LGBs) where necessary.
- To consider safeguarding and equalities implications when undertaking all committee functions.
- To contribute to the Trust Annual Improvement Plan and Strategic Development Plan.
- Receive and review internal and external reports on individual schools and the Trust as a whole.
- To set and monitor priorities for improvement in the quality of education.
- To review, monitor and evaluate the impact of Trust policies and strategies for the quality of education and school improvement, including:
  - curriculum mapping and planning
  - teaching and learning
  - pupil achievement
  - provision and outcomes for vulnerable groups
  - quality assurance (peer review and school improvement support)
  - behaviour and attendance
  - performance management of teachers and teaching support staff



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- continued professional development and learning
- implementation and review of actions as a result of recommendations from review (Ofsted, SIAMS, peer reviews)
- Hold the CEO and School Leaders to account for the impact of the quality of education and the effectiveness of internal Trust support for improvement.
- Report findings and make recommendations to the Trust Board.
- To identify and celebrate educational achievements of the Trust Schools.
- Communicate relevant matters to the LGBs,
- To advise the Finance and Audit Committee of the relative funding priorities necessary to deliver the curriculum.
- Draft minutes to be circulated to group members and Trustees within seven days of the meeting.

## **MEETINGS AND QUORUM**

- The quorum for meetings shall be 3 members, at least 2 of which should be a Trustee. The CEO or their representative should also be present.
- The Committee shall meet at least 3 times each year to consider matters arising from its terms of reference, or matters placed on the agenda at the request of the Trust Board or of the Chair or any member of the Committee.
- All meetings shall be conducted to an agenda approved by the Chair.
- The agenda of each meeting shall be prepared by the Clerk to the Committee in consultation with the Chair of the Committee, and circulated together with all relevant agenda papers to all members of the Committee normally at least 1 week before each meeting.
- Where matters of a sensitive or confidential nature are to be discussed at a meeting, the Clerk to the Committee, in consultation with the Chair, shall reserve these matters to a confidential agenda. Details and papers of such agenda shall not be circulated unless the circumstances which caused them to be considered sensitive or confidential no longer pertain.
- The minutes of each meeting of the Quality of Education Committee shall be presented to the next ordinary meeting of the Board.