

Curriculum and Standards Committee Terms of Reference

1 CONSTITUTION

- 1.1 The Board of Trustees (the “Trustees”) of The Golden Thread Alliance (the “Trust”) hereby resolves to establish a committee of the Board of Trustees to be known as the Curriculum and Standards Committee (the “Committee”).

2 MEMBERSHIP

- 2.1 The Committee shall comprise a minimum of four Trustees appointed by the Board of Trustees.
- 2.2 The Chair will be appointed by the Committee annually. The Committee will elect a temporary replacement from among the members present at the meeting in the absence of the Chair. No person may act as Chair unless they are also a member of the Board of Trustees.
- 2.3 The Executive shall ensure that a Governance Professional is provided to take minutes at meetings of the Committee.
- 2.4 The Committee may invite attendance at meetings from persons who are not Committee Members to assist or advise on a particular matter or range of issues. Such persons may speak with the permission of the Chair but shall not be entitled to vote.

3 REMIT AND RESPONSIBILITIES OF THE COMMITTEE

- 3.1 The Committee shall be responsible for the matters set out in the scope of responsibilities below.

4 PROCEEDINGS OF COMMITTEE MEETINGS

- 4.1 The Committee will meet as often as is necessary to fulfil its responsibilities but three times in the academic year as a minimum.
- 4.2 The quorum for the Committee shall be three Trustees.
- 4.3 Every matter to be decided at a meeting of the Committee must be determined by a majority of Trustees.
- 4.4 Meetings of the Committee shall be convened by the Governance Professional to the Committee, who shall send the Trustees written notice of the meeting and a copy of the agenda at least seven clear days in advance of the meeting. Where there are matters demanding urgent consideration the Chair may waive the need for seven clear days’ notice of the meeting and substitute such notice as he/she thinks fit.
- 4.5 The convening of a meeting and the proceedings conducted thereat shall not be invalidated by reason of any individual not having received written notice of the meeting or a copy of the agenda thereof or any defect in the appointment of any person serving on the Committee.
- 4.6 Any Committee Member shall be able to participate in meetings by telephone or by any suitable electronic means and by which all those participating in the meeting are able to communicate with all other participants. A person so participating by telephone or other communication shall be deemed to be present in person at the meeting and shall be counted in a quorum and entitled to vote. Such a meeting shall be deemed to take place where the largest group of those participating is assembled or, if there is no group which is larger than any other group, where the Chair of the meeting is located at that time.
- 4.7 A register of attendance shall be kept for each Committee meeting and published annually.

5 AUTHORITY

- 5.1 The Committee is authorised by the Board of Trustees to:
- 5.1.1 carry on any activity authorised by these terms of reference and delegated powers through the Trust’s Scheme of Delegation; and
- 5.1.2 seek any appropriate information that it requires from any staff member of the Trust and all staff members shall be directed to co-operate with any request made.

6 REPORTING PROCEDURES

- 6.1 Within 14 days of each meeting the Governance Professional will produce minutes of the meeting which will include any decisions taken and any recommendations or areas for further discussion by the Board of Trustees.
- 6.2 The Committee meeting minutes can be agreed by Committee Members by e-mail.
- 6.3 The Committee meeting minutes will be submitted to meetings of the Board of Trustees.

- 6.4 The Committee shall arrange for the production and delivery of such other reports or updates as requested by the Board of Trustees from time to time.
- 6.5 The Committee shall conduct an annual review of its work and shall report the outcome and make any recommendations to the Board of Trustees.

SCOPE AND RESPONSIBILITIES OF THE CURRICULUM AND STANDARDS COMMITTEE

The Board of Trustees has established a Curriculum and Standards Committee with its main function being to hold Executive Leaders to account for the educational performance of all pupils in each school across the Trust through robust and appropriate support and challenge.

The Committee will evaluate the standards and achievement of pupils and the impact of the quality of education across all schools of The Golden Thread Alliance by:

- Ensuring that all national issues concerning curriculum or standards are brought to the attention of Trustees and where necessary the Board of Trustees.
- Evaluating targets set for all individual schools against national standards to ensure that all are sufficiently aspirational including those for prioritised vulnerable groups.
- Evaluating pupil progress and levels of attainment for all schools and for all vulnerable groups within the Trust at designated and agreed assessment points throughout the school year including comparisons with schools of similar context through EEF and/or FFT.
- Evaluating pupil attendance against agreed targets including scrutiny of the attendance of vulnerable groups.
- Making recommendations to the Board of Trustees where the provision in any individual school appears to be lacking in impact or where levels of progress or attainment are not in line with expectation.
- Scrutinising individual school plans/action plans as and when appropriate including School Improvement Plans, School Self Evaluation Documents, Pupil Premium, Catch-Up Funding and Sports Premium Action Plans and funding streams.
- Scrutinising all externally produced reports [FFT, ASP, IDSR] in relation to school and Trust pupil performance as well as Ofsted inspection reports.
- Facilitating and evaluating support and training for Local Governing Bodies particularly in relation to internal and external reports [FFT, IDSR and ASP] at key points during the school year
- Evaluating the impact of the schools' curriculum and teaching on pupils' learning and achievement.
- Evaluating the equality of provision across each school and across the Trust and ensuring that all children have equality of opportunity.
- Evaluating the remote education policy and provision of all schools and the Trust as a whole.
- Approving and evaluating the annual Trust Educational Improvement Plan for impact.
- Regularly reviewing and approving all curriculum and assessment policies pursuant to the Board's agreed cycle of review and delegation.
- Ensuring that all Trustees and Governors have an improved understanding of pupil progress and attainment across the Trust and within individual schools particularly in relation to national standards and schools of similar contexts.
- Providing regular reports to the full Board on the core business of pupil progress, attainment, and attendance.
- Ensuring the Chair joins the Performance Management Panel for the Deputy Chief Executive Officer leading on School Improvement.
- Reviewing or investigating any other matters referred to the committee by the Board of Trustees.

Glossary

EEF	Education Endowment Fund
FFT	Fischer Family Trust
ASP	Analyse School Performance
IDSR	Inspection Data Summary Report

Policies

The Committee is responsible for reviewing and approving policies pursuant to the policy cycle of review and delegation as laid down by the Board of Trustees.

The annual review of these Terms of Reference was carried out in Autumn 2022 and approved by the Board of Trustees on 12th December 2022.