



Terms of Reference for Quality and Standards Committee 2020-21

Meetings

1. The Committee will meet at least once per term or otherwise as required.
2. Agenda will be agreed by Chair with clerk and headteacher with reference to TOR and sent to committee members at least seven days before the meeting with relevant papers
3. The meetings will be minuted by a member of the committee. The minutes will highlight questions asked by the governors to support and challenge the school. The minutes will be available on Governorhub within 10 working days of the meeting being held.
4. The Committee shall keep a record of all meetings. A summary report, highlighting key issues (oral or written) will be an agenda item on the following Full Governing Body agenda.

Membership

1. The Committee will consist of:
 - a. At least 4 governors
 - b. Head Teacher or nominated representative
 - c. Associate members nominated and agreed with FGB
2. The Chair and Vice Chair of this committee will be identified by FGB and serve a 2 year term and then subject to review by the FGB

Quorum

- Two Governors and the Headteacher (or nominated representative) will represent a quorum.
- The Committee may invite other governors and/or associates to attend as it finds necessary.
- The Committee will not meet without the Headteacher (or a nominated representative) being present.

Focus:

1. Monitor and review the quality of teaching

2. Monitor and review the quality of classroom support
3. Monitor and review the appropriateness of provision of continual professional development to support teachers, teaching staff, administrative staff and others employed by the school
4. Monitor and review school provision for the assessment and tracking of pupil progress
5. Monitor and review pupil progress and attainment:
 - On a termly and annual basis according to phase/class
 - Of specific groups such as those who are the 'Most Able', 'Pupil Premium', SEND, EAL, LAC, by ethnicity and gender
 - By comparing school performance to national benchmarks (RAISEonline, Dashboard, FFT) and similar schools
 - By identifying trends over time (normally 3 years)
6. Report to Pay and Performance Committee on:
 - Quality of teaching and teaching assistant in support of pupil learning
 - Pupil progress and attainment to inform pay awards
7. Monitor and review the breadth and balance of the school's curriculum
8. Ensure school curriculum addresses the expectations of relevant National Curriculum requirements
9. Monitor and review the contribution and impact of partnership and collaborative working on the school's development
10. The Committee shall review the terms of reference on an annual basis
11. Ensure school website is provided with appropriate text for:
 - Pupil premium funding, funding allocation and impact
 - Sport and PE funding, funding allocation and impact

Key statutory requirements and school policies to be monitored and reviewed by the Q and S Committee:

- TOR for Q and S Committee
- Admissions Policy
- Child Protection and Safeguarding Policy
- Curriculum Policy
- EYFS Policy
- Handwriting Policy
- Homework Policy
- Inclusion and SEN policy
- Marking and Feedback Policy
- Physical Education Policy
- Teaching and learning Policy
- E- Safety and Responsible Internet Use Policy

Standing items

- Monitoring quality of teaching
- Monitoring quality of teaching assistants and other adult support for learning
- Pupil progress and attainment

Lead Governors reporting to the S and Q Committee

- Lead Governor for Literacy
- Lead Governor for SEN
- Lead Governor for Maths
- Lead Governor for Safeguarding

Key Questions for governors to support and challenge the school

Monitor and review the quality of teaching

- What number and/or % of teaching is 'good'?
- What number and/or percentage of teaching is 'outstanding'?
- What number and/or % of teaching is less than 'good'?
- Are actions being undertaken to address teaching that is less than 'good'?
- How are senior leadership judgements about the quality of teaching verified?
- What criteria are used to judge the quality of teaching?

Monitor and review the quality of classroom support

- Is all TA support at least good/outstanding?
- Is an TA support less than good? Is this being addressed? How?
- How are the TAs supported in developing their skills?
- How are the TAs being deployed and why?

Monitor and review the appropriateness of provision of continual professional development

- How does the school support teacher and other staff CPD?
- What impact does CPD have on the school and on staff?
- How are teachers judged 'good' supported to develop 'outstanding' aspects of their teaching?
- How does the school develop leadership at all levels?
- Are we involved in teacher training partnerships? What is the value and risks?

Monitor and review school provision for the assessment and tracking of pupil

progress/ Monitor and review pupil progress and attainment

- What progress and attainment is made by year cohorts of pupils in relation to:
 - (i) Each class
 - (ii) Gender
 - (iii) Ethnicity
 - (iv) Most Able
 - (v) SEND
 - (vi) Pupil Premium
 - (vii) Children Looked After
 - (viii) Other identified groups
- How does pupil progress and attainment compare to national benchmarks (Dashboard and FFT) and similar schools?
- How does pupil progress and attainment compare to historical school based trends?
- Does the school appropriately and effectively assess and track pupil progress?

Monitor and review the breadth and balance of the school's curriculum

- How is the new curriculum being delivered to engage all pupils?
- What steps are being taking to ensure that planning involves stimulating content?

Monitor and review the contribution and impact of partnership and collaborative working on the school's development

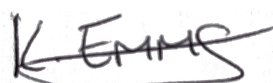
- What partnerships is the school involved in?
- How does the school benefit from these partnerships? What impact do they have on the school? Benefits? Risk?

References to Ofsted to support work of committee:

See 'The Framework for school inspection' published July 2014 for use in schools from September 2014. This publication is available at www.ofsted.gov.uk/resources/120100

See also 'School inspection handbook' published July 2014 for use from September 2014. This publication is available at www.ofsted.gov.uk/resources/120101

The relevant governors should familiarise themselves with the expectations of Ofsted in relation to the TOR for this committee.



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