

SCHOOL IMPROVEMENT COMMITTEE
Terms of Reference
2025-26

Role

The Committee has oversight of school improvement for all schools in CET.

The role of the Committee is to focus on the **quality of education** across CET.

Authority of the Committee

The School Improvement Committee investigates, challenges, monitors and reviews any activity within its terms of reference or specifically delegated to it.

The Committee is responsible to the Trust Board.

The School Improvement Committee is authorised to request any information it requires from any Local Advisory Board (LAB), Trust Academy / School or employee and may request any performance, operational, personnel and statistical data it requires, in consultation with the Chief Executive (CE).

Duties

The duties of the School Improvement Committee are:

Quality of Education

- Review and challenge the evidence base behind the gradings on the school's self-evaluations
- Review the effectiveness of the school improvement planning
- Challenge school leaders to ensure all our schools are 'Ofsted ready'
- Review the effectiveness of the external monitoring programme
- ~~Review SEND Annual Reports~~
- Review the arrangements for Pupil Premium
- Review information about pupils' school experiences
- To regularly review and challenge the inclusion strategy
- ~~To ensure Ofsted readiness in all areas of the new framework, specifically the new Inclusion section.~~

Student Achievement

- Approve the trust's framework for target setting
- Monitor school performance against CET school targets
- Review performance data about the school linked to all national measures

Curriculum Development

- Monitor and review the development of the trust's curriculum
- Ensure integrated curriculum and financial planning is used effectively to guide decision-making
- To review extra-curricular provision

School Improvement

- Review the CET School Improvement Model
- To consider and manage risk in all aspects of the Committee's remit

Administration

The Trust Board will appoint the Committee Chair. The Chair will be appointed every three years.

- The Committee will consist of a minimum of three Trustees of the Board.
- The School Improvement Committee will be quorate if three Trustees are present and more than 50% of those present are Trust Board Trustees.
- Any decisions taken must be determined by a majority of votes of Committee members present and voting – but no vote can be taken unless a majority of those present are Trustees of the School Improvement Committee.
- Only Trustees of the School Improvement Committee have the right to attend School Improvement meetings, however other individuals such as the Chair of the Local Advisory Board or Headteacher may be invited to attend all or part of the meeting but have no voting rights.
- Trust Senior Leadership Team (SLT) members may be invited to attend the Committee, but will have no voting rights.
- Administrative support will be provided by the Clerk to the Trust Board.
- Agendas will be agreed in advance by the Chair of the School Improvement Committee and papers will be circulated to members and attendees at least 5 working days in advance of the meeting.
- Minutes of meetings will be taken and approved in draft by the Chair of the School Improvement Committee. The draft minutes will be circulated to the Committee within at least 10 working days following the meeting.
- The School Improvement Committee will review these terms of reference annually. The Committee will self-assess its' performance against these terms of reference on an annual basis.

School Improvement Committee Scheme of Delegation

The Committee has Final Approval for:

Approach to setting of CET Achievement targets for schools

The Committee has Delegate Authority for: Approval of Statutory Policies Part 1 relating to the Committee