



## **ACHIEVEMENT & CLIMATE COMMITTEE Terms of Reference** **(updated January 2019)**

### **Authority**

The Achievement and Climate Committee is a committee of the Trust Board and is authorised to investigate, challenge, monitor and review any activity within its terms of reference or specifically delegated to it by the Trust Board. It 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 Officer (CEO).

### **Terms of Reference**

#### **Role**

The role of the Achievement and Climate Committee is to ensure that a positive climate brings about maximum achievement in all Trust academies and schools.

#### **Duties**

The duties of the Achievement and Climate Committee are:

#### **School Improvement**

- To consider the school/academies' Self Evaluation Forms (SEF) and School Improvement Plans (SIPs), then monitor and challenge as part of the ongoing review of the SIPs.
- To ensure the SEF and SIPs are based on a sound evaluative framework. These will be externally moderated by the Trust's School Improvement Partner(s).
- To have an overview and appreciation of the financial plans and delegated budgets for each Trust academy/school, to enable appropriate decision making to meet the needs of pupils/students.
- To consider the evidence in meeting the performance targets set by and approved by the Trust Board. The Committee will monitor and challenge as part of the ongoing review of performance in each of the Trust academies/schools.
- To consider the evidence in relation to the academic attainment and progress of pupils/students over time, monitoring and challenging the data provided as necessary.
- To consider the evidence in relation to attendance, behaviour and safety of pupils/students, monitoring and challenging the data provided as necessary.
- To consider the views of parents, pupils/students and all stakeholders in relation to the quality of educational provision being delivered across the Trust.

#### **Teaching & Learning**

- To monitor and review the condition and suitability for learning in the academy/school buildings and sites, and consideration of the quality of the premises and the learning environment.
- To monitor and review the curriculum and extra-curricular provision, and the teaching and support staff resources required, to deliver this provision in the academies/schools. To make a

recommendation to the Trust Board on any changes to the curriculum in the Trust academies/schools.

- To consider the evidence in relation to the quality of teaching and learning provided to pupils/students, monitoring and challenging the evidence provided as necessary.
- To consider the evidence about the range and quality of extra-curricular provision experienced by pupils/students, ensuring that a wider curriculum is being delivered for all.

### **Staffing**

- To consider the staffing structure across the Trust academies/schools, including the leadership structure, and the correlation of delivering outstanding results within the financial parameters faced.
- To consider the plans to develop and support professional development of all staff, alongside the resources required, as well as the impact this development will have on the quality of provision being delivered in all Trust academies/schools.
- To ensure the Appraisal and Pay Policies are implemented effectively across the Trust.

### **Administration**

- The Achievement and Climate Committee will meet before any Trust Board Meeting.
- The Trust Board will appoint the Committee Chair. The Chair will be appointed every three years.
- The Achievement and Climate Committee will consist of a minimum of three Directors of the Board.
- The Achievement & Climate Committee will be quorate if three Directors are present and more than 50% of those present are Trust Board Directors.
- Only Directors of the Achievement & Climate Committee have the right to attend Achievement & Climate 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 Business Leadership Team (BLT) 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 Achievement and Climate Committee (based on, but not limited to, a pre-agreed annual schedule of activity) 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 Achievement and Climate Committee. The draft minutes will be circulated to the Committee within at least 10 working days following the meeting.
- The Trust Board and Achievement and Climate Committee will review these terms of reference. The Achievement and Climate Committee will self- assess its' performance against these terms of reference on an annual basis.

January 2019