

SCHOOL IMPROVEMENT COMMITTEE

TERMS OF REFERENCE

Proposed Governing Body and Committee Structure

1. Composition

- a) Membership – 4 governors as available; excluding the Head Teacher and staff governors. Chair of the Committee to be appointed by this Committee.
- b) Meetings to be held informally.
- c) Meetings to be held monthly within school for the duration of the day.
- d) Quorum – 2 governors
- e) Clerk to be appointed to the committee, who should not be the Headteacher.

2. Purpose of Structure

- a) To be the core group of Governors to meet to gain an understanding of the current issues of the school, how these issues are being addressed and challenge the school on improvements being made in these areas, demonstrating assurance and accountability.

3. Format

- a) Agenda for each meeting to be produced to include, but not limited to, meetings with Senior Leaders and Middle Leaders, learning walks, focus on key areas of the School Development Plan and School Evaluation Form.
- b) Minutes to be produced and circulated to the next scheduled Full Governing Body meeting for Governor awareness.

4. Terms of reference:

- a) To identify key focus areas emanating from the School Development Plan and School Evaluation Form.
- b) To monitor and evaluate rates of progress and standards of achievement for all pupils.
- c) To monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.
- d) To monitor and evaluate the effectiveness of leadership and management.
- e) To consider recommendations from reviews of the school (external, OfSTED, LA Advisors), agree actions as a result of reviews and evaluate regularly the impact.
- f) To monitor and evaluate the impact of teaching on rates of pupil progress and standards of achievement.
- g) To monitor and evaluate the impact of continuing professional development on improving staff performance.
- h) To monitor and evaluate the provision for all groups of vulnerable children (e.g. gifted and more able, pupil premium and looked after children) and ensure their needs have been identified and addressed.
- i) To monitor and evaluate the allocation and impact of pupil premium, sports premium and other ear marked funding within the school.
- j) To provide challenge, support and guidance to the school and Governing Body on the committee's area of operation.



- k) To provide outcomes and recommendations from SIC meetings to the Full Governing Body.

The Committee is responsible for the annual review of the Terms of Reference in the summer term for approval by the governing body at the beginning of the academic year (autumn term) or earlier.