

WOODCOTE PRIMARY SCHOOL
STANDARDS AND ACHIEVEMENTS COMMITTEE (S&A)
TERMS OF REFERENCE OCT 2023

MEMBERSHIP

Headteacher
2x senior teachers
Chair of Governors
2 X Parent Governors
Co-opted governor

QUORUM

The quorum must be at least 3 governors and the headteacher

MEETINGS

Meetings must be held at least once a term, ideally in advance of the Full Governing Body (FGB) so each FGB can receive a current report from the S&A committee

Meetings should be minuted and stored on Governor Hub

CHAIRMANSHIP

If the chair is absent, a chair may be nominated by the FGB Chair to act in his/her place

PURPOSE

The Standards and Achievements Committee will act on matters delegated by the Full Board, specifically:

- Provide oversight, advice and guidance to Woodcote Primary School's Senior Leadership Team, on matters relating to progress, achievement and attainment in key areas of the curriculum
- Ensure that all policies delegated to the committee by the FGB are suitable, current and utilised (e.g. early years, RSE)
- To liaise and consult with other committees where appropriate
- Review and advise on the School Improvement Plan and its progress
- To report to the governing body on matters relating to the work of the committee

ACTIVITY

- To monitor and evaluate rates of progress and standards of achievement by pupils, e.g. reading, writing, maths, SATs data etc. This to take account of under-achieving groups and particular pupil types, e.g. SEND, pupil premium)
- To review, monitor and evaluate the current curriculum offer
- Using the School Improvement Plan, confirm priorities for improvement and monitor impact
- Plan, implement and report on a schedule of school monitoring visits
- Ensure that the requirements of children with SEND needs are met as laid out in the Code of Practice with termly meetings between the SENCO and governor SEND lead, with reports to the S&A committee. Ensure summary minutes and action points are produced at each meeting, are

agreed with the SENCO and stored on the Governors' website (ensuring compliance with GDPR legislation) To develop and review policies in line with the school's policy review schedule and any other legal/governmental requirements

- To identify and celebrate pupil achievements
- To consider recommendations for the external review of the school (e.g. school improvement advisors) and where appropriate agree and monitor actions
- To advise the finance committee on relative funding priorities necessary to deliver the curriculum to all learners

TRAINING

- Governors should undertake relevant training via The Hub/Oxfordshire County Council . Any paid for training with agreement of the Chair of Governors

Last review date: 02.11.23

Next review date: by 01.10.24