

Educational Excellence Committee

Terms of Reference

2023/24



Constitution

The Committee membership shall comprise of representation from the independent Boards of Suffolk Academies Trust Board (SAT) and West Suffolk College Corporation (WSC). (*the 'Group'*)

Committee Purpose

To assess and provide the independent Boards with an opinion on the adequacy and effectiveness of their Group's sixth form, adult and apprenticeship curriculum provision to deliver outstanding quality education, positive student outcomes and enriching student experiences, to deliver the Group's Strategic Plan and comply with associated statutory regulation and duties.

To provide assurance to the independent Boards that local input from parents, students and other stakeholders is being sought and heard, and leads to continual enhancement of the quality and educational outcomes.

To challenge and hold to account the Executive on such matters.

Responsibilities

1. To approve the implementation and monitor the impact of educational quality improvement strategies across the Group's sixth form, adult and apprenticeship curriculum provision;
2. To monitor curriculum performance KPIs and review performance against internal and external targets/benchmarks, and set appropriate targets for the forthcoming academic year as required;
3. To review the impact of teacher development and staff CPD to enhance the quality of the Group's sixth form, adult and apprenticeship curriculum provision;
4. To receive Stakeholder Engagement reports and evaluate the impact of strategies to engage with key stakeholders;
5. To receive staff, student and stakeholder survey outcomes relating to the Group's sixth form, adult and apprenticeship curriculum provision, and ensure this feedback informs improvement plans;
6. To receive and comment on the Group's annual Self-Assessment Reports, identifying emerging trends and risks, and recommend the reports and associated Quality Improvement Plans to the independent Boards for approval;
7. To review progress reports on the implementation of the Group's Quality Improvement Plans;
8. To support any Ofsted or other regulatory inspections as required;
9. Lead on the review of how well the education or training provided by the Group meets local needs, consider what action might be taken in order to meet those needs better, and approve and keep under review WSC's annual Accountability Agreement;
10. To review and recommend the Group's Admissions and Equality, Diversity and Inclusion policies (as they relate to student outcomes, experience and wellbeing);
11. To receive regular reports and provide assurance on the effectiveness of Safeguarding procedures to the independent Boards;
12. To give due consideration to issues of Equality and Diversity in all areas of work.

Delegated Authorities

1. To review and monitor student suspensions and exclusions (fixed term and permanent).

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2. To consider any decision made to exclude permanently a student and to establish and authorise an independent appeal panel, as needed.

Policies/Reports to scrutinise and recommend to the independent boards of SAT and WSC:

1. Admissions policies
2. Safeguarding policies
3. Equality and Diversity policies as it relates to students
4. Annual Self-Assessment Report and Quality Improvement Plans
5. Student Discipline policies

Membership

The Committee shall comprise up to twelve members including ex-officio the Trustee and Governor leads for Safeguarding, EDI and Careers; the elected WSC Student Governor and WSC Staff Governor; and the elected SAT Parent Committee members.

The Committee may invite the advisers or other third parties to attend meetings of the Committee as appropriate (such persons shall be entitled to speak at the meeting, but not to vote).

There shall be a standing invitation for members of the Senior Executive Team and Leadership Teams to attend meetings of the Committee. Other members of staff may also attend on specific invitation from the Committee Chair.

The quorum for meetings of the Committee shall be four.

Chair

The Trust Board and Corporation will appoint a common Trustee/Governor as the Committee Chair through its standard processes for a term of one year, renewable, at its meeting in July for the following academic year.

Vice-Chair

The Trust Board and Corporation will appoint a common Trustee/Governor as the Committee Vice Chair through its standard processes for a term of one year, renewable, at its meeting in July for the following academic year.

Clerk

The Governance Professional shall act as Clerk to the Committee

Frequency of Meetings

The Committee will meet half-termly.

Term of Office

Appointments of members of the Committee will cease at the end of their term of office as a SAT Trustee, WSC Governor, or as SAT Parent Committee member, unless members opt to terminate their membership by issuing notice of resignation to the Governance Professional.

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Powers

This Committee is advisory to the independent Boards, apart from the specific powers delegated above and any additional powers as delegated by the Trust Board and/or Corporation, from time to time.