

WISE OWL TRUST

CURRICULUM & STANDARDS COMMITTEE

ROLE OF THE CHAIR OF THE COMMITTEE

- o To ensure that the business of the Committee is conducted properly, in accordance with the legal requirements
- o To ensure meetings are run effectively, focusing on priorities and making the best use of time available, and to ensure that all members have an equal opportunity to participate in discussion and decision making.

ROLE OF THE CLERK TO THE COMMITTEE

- To advise the Committee on procedure and legal matters
- To convene meetings of the Committee
- To attend meetings of the Committee and ensure minutes are taken
- To perform such other functions with respect to the Committee as may be determined by the Governing body from time to time

TERMS OF REFERENCE

- To consider and advise the Governing Body on standards and other matters relating to the school's curriculum, including statutory requirements and the School's Curriculum Policy
- To ensure that British Values are actively promoted throughout the curriculum not least during assemblies, Religious Education and Personal Social Health Education.
- To consider and advise the Governing Body on Safeguarding and related matters, including statutory requirements and the School's Safeguarding Policy
- To review and monitor Pupil Progress, including KS 1 and 2 results, Year 1 phonics and Early Years baseline, and advise the Governing Body
- To consider and advise the Governing Body on issues impacting on the attainment of standards e.g. attendance, staff training etc.
- In consultation with the Principal, to set the annual pupil attainment and attendance standards (targets) for recommendation to the Governing Body
- To review and monitor the School Improvement Plan and school self-evaluation, and advise the Governing Body.

- To consider curricular issues which have implications for finance and personnel decisions and to make recommendations to the relevant committees or the Governing Body
- To oversee arrangements for specific areas of provision, eg SEN, Literacy, Numeracy, Gifted and Talented
- To receive and review regular reports and advise the Governing Body.
- To oversee arrangements for educational visits.
- To undertake activities as delegated by the Governing Body e.g. review and approval of policies.

Disqualifications None

Quorum Minimum of three

These terms of reference agreed by the Governing Body on_____

Chair of the group

WISE OWL TRUST – LOCAL GOVERNING BODY

The Role of the Chair of a Governing Body

- To ensure the business of the Governing Body is conducted properly in accordance with the Memorandums and Articles of the Academy
- To ensure meetings are run effectively, focusing on priorities and making the best use of time available, and to ensure that all members have an equal opportunity to participate in discussion and decision making
- To establish and foster an effective relationship with the Principal based on trust and mutual respect for each other's roles. The Chair has an important role in ensuring that the Governing Body acts as a sounding board to the Principal and provides strategic direction.

Disqualification: Principal, staff governors, members of staff

The Role of the Clerk to the Governing Body

- To work effectively with the Chair of Governors, the other Governors and the Principal to support the Governing Body
- To advise the Governing Body on Constitutional and Procedural matters, duties and powers
- To convene meetings of the Governing Body
- To attend meetings of the Governing Body and ensure minutes are taken
- To maintain a register of members of the Governing Body and report vacancies to the Governing Body
- To give and receive notices in accordance with relevant regulations
- To perform such other functions as maybe determined by the Governing Body from time to time.

Disqualification: Governors and Principal

The Governing Body

The Governing Body needs to take a strategic role, and be accountable for its decisions. It should set aims and objectives and agree, monitor and review policies, targets and priorities. Members of Wise Owl Trust may attend any LGB meetings. Please refer to the Scheme of Delegation for Local Governing Bodies which outlines the delegated powers and responsibilities a LGB would receive to act on behalf of the Trust although this is subject to review by the Trust at any time.

Core Functions

1. To ensure that the vision, ethos and strategic direction of Wise Owl Trust are clearly defined
2. To ensure that the Principal performs his/her responsibilities for the educational performance of the school
3. To ensure the sound, proper and effective use of the school's financial resources

Terms of reference:

- To agree constitutional matters*, including procedures where the Governing Body has discretion
- To recruit new members as vacancies arise and to appoint new governors* where appropriate
- To hold at least three Governing Body meetings a year*
- To appoint or remove the Chair and Vice Chair*
- To appoint or remove a Clerk to the Governing Body*
- To establish the committees of the Governing Body and their terms of reference*
- To appoint the Chair of any committee (*if not delegated to the committee itself*)
- To appoint or remove a Clerk to each committee*
- To suspend a governor*
- To decide which functions of the Governing Body will be delegated to committees, groups and individuals*
- To receive reports from any individual or committee to whom a decision has been delegated and to consider whether any further action by the Governing Body is necessary*
- To formally approve the first formal budget plan of the financial year
- To formally approve the annual pupil attainment and attendance standards (targets) for each academic year
- To keep the Health and Safety Policy and its practice under review and to make revisions where appropriate
- To review the delegation arrangements annually*

*these matters cannot be delegated to either a committee or an individual.

Membership – As per the Instrument of Government

Disqualification – as per Regulation 17 and Schedule 4 of the 2012 Constitution Regulations

Quorum:	One half of the number of Governors in post or as otherwise stated in the Articles of Association
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