



Terms of Reference for the Performance and Standards Committee

Core Purpose

The purpose of this committee is to help the Governing Board fulfil its core functions related to “*holding the head teacher to account for the educational performance of the school and its pupils, and the performance management of staff*” (Governance Handbook November 2015).

By monitoring and challenging the impact of teaching and learning in school, **the Performance and Standards Committee will review, evaluate and report to the Governing Board on outcomes for all pupils and groups of pupils** to ensure they achieve in line with their individual capabilities.

The Performance and Standards Committee will report to and advise the Governing Board on key issues which may affect the school’s prioritised educational objectives or its statutory responsibilities.

Composition

A minimum of three members of the Governing Board.

The Governing Board must appoint a Clerk and determine the membership and proceedings of any committee. The Governing Board must also review the establishment, terms of reference, constitution and membership of any committee annually. The membership of any committee may include associate members, provided that a majority of members of the committee are governors. Each committee must have a Chair, who is either appointed by the Governing Board or elected by the committee (*delete as appropriate*). The Governing Board may remove the Chair of a committee from office at any time.

Committee Quorum

The quorum is a minimum of three members of the Governing Board excluding Associate Members.

The Role of the Performance and Standards Committee is:

- On behalf of the Governing Board to hold the school leadership to account for pupils’ attainment and progress.
- To develop an overview of the quality of teaching and learning across *all key stages / the key stage* and of how this relates to performance management of school staff.
- Where there is funding specifically targeted at particular pupil groups the committee will monitor the priorities and impact of spend on the outcomes for those pupils e.g. Pupil Premium, SEND.

- Closing the Gap: To monitor, review and evaluate the impact of actions or interventions taken to address differential standards of achievement or rates of progress within groups of pupils (e.g. SEND, gender, free school meals, EAL, LAC).
- To consider data (e.g. RaiseonLine, Fischer Family Trust, the school's own internal tracking data) relating to the achievement, progress and attainment of pupils at the end of each key stage together with evidence from pupil tracking for all intervening years.
- Pupil Voice: To review, plan and coordinate strategies to collect and consider pupil view / voice.
- Wellbeing: To monitor and hold school leaders to account for the effectiveness with which they promote pupils' wellbeing.
- Attendance: To consider strategies for improving attendance, particularly of identified groups and to hold school leaders to account for improvement.
- To determine the best way to spend other specific funds *e.g. year 7 literacy and numeracy catch-up premium and primary schools sports fund* and to review its impact.
- To develop and review policies delegated to the Performance and Standards Committee by the FGB and in accordance with its delegated powers ensure that these policies are up to date, compliant and are implemented effectively.

How will this be achieved?

Through a range of monitoring activities* which may include:

- ✓ Evaluation and analysis of Raiseonline and other school performance data
- ✓ Co-ordinated classroom visits, learning walks and book trawls
- ✓ Meetings with stakeholders including children and staff members
- ✓ Taking into account information from professionals internal and external to the school.

*Although monitoring is a key role of the Performance & Standards Committee this does not exclude any other member of the Governing Board from helping to carry out these monitoring activities. It is important for every member of the Governing Board to get to know their school.

Minutes

Formal minutes must be kept of each committee meeting and these minutes should be reported to and shared with the Governing Board for reference and with recommendations for action or decision.

**Adopted by the Governing Board of St. Paul's C of E Primary School on
Monday 19th October 2020**