



**NEWHAM** COMMUNITY  
SCHOOLS TRUST

# **NCST - SoD - ToR - Standards Committee**

**Last updated: June 2020**

**Applies to: NCST, NCST Federation, Lister Community School  
Rokeby School, Sarah Bonnell School**

## 1. Terms of Reference - Standards Committee

The Trustee/Governors have the power to establish any committee to assist in the conduct of the business of the Trust Federation. If a committee is to have decision making authority, the committee board must comprise a majority of Trustee/Governors, enabling a quorate decision to be made.

Details of the committees established by the Trust Federation are noted in the Trust's Structure Diagram which forms part of this Scheme of Delegation suite of documents.

The following functions may be delegated to any committee dealing with standards (including governance), school improvement and intervention.

It is anticipated that these tasks will be carried out in conjunction with the Trust's Leadership Group where a separate Standards Committee is appointed. If there is no separate Standards Committee, these tasks will be undertaken by the Leadership Group under the guidance of the Chief Executive Officer and with the support of the Trust Federation's Executive Team.

### 1.1. Standards

- To consider any appropriate curriculum priorities to be implemented across the Trust Federation.
- To ensure that statutory requirements relating to key policies on School aims, special needs, sex education, charging, religious education, collective worship, attendance and behaviour are implemented.
- To assist the Chief Executive Officer and the Headteachers of the Schools, as appropriate, in the formulation of statutory policies. Any statutory policies must be ratified by the Trust Board.
- To annually review the performance of the Schools in matters such as examination results and attendance.
- To support the Trust Board with the development of a strategic plan for any Supported School which identifies agreed priorities and targets for improvement, focusing specifically on both standards and resource planning.
- To set the statutory examination targets for the Schools and to oversee the outcome.
- To work with the Chief Executive Officer and the Headteachers in developing the awareness of the Local Governing Body of the School's curriculum priorities.
- Assess the performance of the Schools as a group, developing a benchmarking tool which can be used to drive further improvements, advising the Trust Board on the effectiveness of this.
- Seek to identify areas where greater collaboration between the Schools can improve standards and outcomes.
- With the assistance of the Chief Executive Officer, carry out periodic reviews of the standards of teaching and learning in each of the Schools, reporting on best practice as well as areas of weakness and then facilitating the sharing of best practice and the development of a training programme which draws on the strengths of the Schools and secures additional resources which meet needs.

- To review and recommend to the Trust Board personnel procedures such as recruitment, redundancy, discipline, grievance, capability and pay policies.
- To review employment practices of the Trust Federation, recommending to the Trust Board adoption of new practices where appropriate.
- To ensure that the employment and personnel functions of the Trust Federation remain in line with legal requirements and the conduct of a good employer.
- To support the Local Governing Bodies in reviewing the staffing structure and pay incentives of the Schools from time to time, with particular emphasis on the Supported Schools, working with the Chief Executive Officer and the Headteachers and the appropriate management teams, ensuring that the Trust Federation structure maintains high performing schools.
- To ensure there are suitable and effective appeals procedures for HR matters.
- To work with the Chief Executive Officer in engaging with the trade unions and maintaining good industrial relations.
- To draft and keep under a review a policy statement on staff consultation for approval by the Trust Board and to undertake any formal consultations on personnel matters.
- To review and recommend for adoption the procedures for dealing with discipline and grievances and ensure that all staff are informed of them.

## **1.2. Governance**

- To monitor the effectiveness of the Scheme of Delegation and to consult with staff and the Local Governing Bodies where change is advisable or has been recommended by the Department for Education.
- To develop and implement a programme of Trustee/Governor and Governor training.
- To undertake a regular skills audit of both the Trust Board and each of the Local Governing Bodies and making appropriate recommendations to the Trust Board for appointments and removals where necessary.
- To vet all appointments to the Local Governing Bodies.
- To support the Chairs of the Local Governing Bodies to ensure they are working effectively.
- To develop and support the adoption of best practice in governance at all levels in the Trust Federation.
- To advise the Trust Board on any intervention at Local Governing Body level where there has been a breakdown in governance.
- To advise and lead on the appointments of clerks to the Trust Board and the Local Governing Bodies and to support their training to ensure they are knowledgeable about the governance arrangements within the Trust Federation.