

TERMS OF REFERENCE

Quality of Education Committee

1. PURPOSE

- 1.1 To ensure the DoWMAT's educational and safeguarding strategy meets the needs of the Trust.
- 1.2 To retain oversight of all policies, procedures and systems relevant to the delivery of the Trust's primary objective; to deliver a high standard of educational provision to each DoWMAT pupil.
- 1.3 To oversee Safeguarding provision.
- 1.4 To provide assurance to the DoWMAT Board of Directors on effectiveness of DoWMAT's educational provision.

2. MEMBERSHIP

- 2.1. The Quality of Education Committee shall consist of not less than 3 Directors, plus the CEO.
- 2.2. The Committee Chair shall be appointed by the Board of Trustees.
- 2.3. The Committee Chair will ensure there will be an induction programme for new Committee members and that training takes place on an ongoing and timely basis for all members.
- 2.4. Other members of the DoWMAT Board of Directors may attend meetings of the Committee and may contribute to discussions on matters under consideration.
- 2.5. The Committee may appoint such co-opted, non-voting members as agreed by the DoWMAT Board. These members will serve in an advisory capacity and may include staff nominated by the CEO, following consultation with the Committee.
- 2.6. Only full members of the Committee, as approved by the DoWMAT Board of Directors, shall have the right to vote on any resolution placed before the Committee. Where there is an equality of votes for and against a particular resolution, the matter will be referred back to the next full meeting of the DoWMAT Board of Directors.

3. QUORUM

- 3.1. The quorum shall be not less than 2 members on the Committee.

4. MEETINGS

- 4.1. The Committee shall meet at least 3 times a year, or more if required.
- 4.2. The Committee's Chair or two Committee members may call an extra-ordinary meeting. Other members of the DoWMAT Board of Directors may be invited to attend the meetings.
- 4.3. The Chair of the Committee will be elected every two years. If the Chair is absent from a Committee meeting, then the Committee will choose another Committee member to act as Chair for that meeting.
- 4.4. Agendas for meetings will be agreed by the Chair of the Committee before any meeting and minutes from previous meetings/agendas will be sent out to Committee members at least five days before a Committee meeting.
- 4.5. Any decisions taken must be determined by a majority of votes of Committee members present and voting – but no vote can be taken unless a majority of those present are Directors / Trustees.

5. TERMS OF REFERENCE

This section sets out the most significant responsibilities of the Committee. It is not an exhaustive list and can be amended at the Committee's discretion – subject to the agreement of the Board – to ensure objectives are met.

5.1. IN RESPECT OF THE TRUST VISION AND VALUES

- To monitor and evaluate the effectiveness of the Trust's distinctive Christian Vision and Values, established and promoted by leadership at all levels, in enabling DoWMAT academies, pupils and staff to flourish.
- To monitor and evaluate the overall support offered by the Trust, to aid and support all Trust academies to be securely good church schools; offering a high level of distinctly Christian provision.

5.2. IN RESPECT OF LEADERSHIP

To monitor and evaluate the effectiveness of academy leadership, particularly of Senior and middle leadership to include:

- The quality of curriculum provision (including specified elements e.g. arrangements for 'Relationships and Sex education').
- Academy arrangements to ensure equal opportunities for all learners:
 - To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice.
 - To monitor and evaluate provision for all groups of vulnerable children (e.g. looked after children) and ensure all their needs have been identified and addressed.
 - To monitor academy issues relating to pupil safeguarding, well-being and attendance and the effectiveness of actions undertaken by the academy and/or Trust Officers to address these issues.
 - To review admissions arrangements for Trust academies.
- The quality of academy planning and self-evaluation, including of key documentation (Academy improvement Plans, SEF, Targets, Policies).
- The effectiveness of Trust strategies for academy improvement, including the roles of the members of the School Improvement Team.
- The impact of collaboration across all Trust academies.
- To monitor Trust recruitment of skilled practitioners to key leadership positions
- To evaluate and monitor Trust strategy for people management and well-being
- The extent to which the quality of life of each academy – educational provision, the standards of pupil achievement and relationships at all levels – is fulfilled through the 'lens' of the Christian values and vision of each academy and of the Trust.
- To review feedback from Local Academy Boards.

5.3. IN RESPECT OF TEACHING

- To monitor and evaluate the impact of the academy's quality of teaching on pupil progress and standards of achievement.
- To evaluate the impact of continuing professional development on improving staff performance.
- To evaluate the impact of academy to academy support, and of the use of staff skills and expertise across academies within the Trust.

5.4. IN RESPECT OF STANDARDS

- To work with the CEO and designated Officers to monitor, review and evaluate standards in DoWMAT academies including:
 - Performance data
 - Ofsted inspection outcomes
 - SIAMS inspection outcomes
- To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups.
- To identify academies which are performing well and to acknowledge this.
- To identify academies that are underperforming and to support the CEO to offer appropriate challenge and support.
- To set priorities for improvement, to monitor progress of agreed actions, (those initiated by the academy and those initiated by the CEO and his/her officers) and evaluate the impact of these on academy performance.

5.5. IN RESPECT OF STAFF/PUPIL WELL-BEING

- To monitor and review the Trust's approach to staff and pupil personal health and well-being.
- To oversee the annual DoWMAT staff and Headteacher questionnaires; reviewing responses and ensuring Trust actions are appropriate and effective in our journey to ensure all to flourish.
- To undertake regular reviews of the Trust People Strategy, ensuring this is fit for purpose.

5.6. IN RESPECT OF SAFEGUARDING

- To monitor the Trust safeguarding strategy; ensuring guidance and support is effective in ensuring DoWMAT academies are safe places to learn and flourish.

6. REPORTING

- 5.1. Minutes of meetings will be submitted to the next scheduled meeting of the DoWMAT Board of Directors once approved in draft by the Chair of the Quality of Education Committee and will be presented at that meeting by the Chair (or in his/her absence another member of the committee).
- 5.2. The Committee's duties and activities during the year shall be disclosed in the annual report of the Trust.

7. CONFIDENTIALITY

7.1. All information provided by an academy or the CEO and Trust Officers about an academy, is received on the basis of strict confidentiality. Documentation of the QE Committee is strictly confidential unless marked 'Public'.

8. REVIEW

These terms of reference will be reviewed annually and recommended by the Quality of Education Committee to the Board of Directors for their approval.

Date of ratification:

Signed:

(Chair of the QE Committee)

Date of signature:

Document History

Date	Author	Summary Changes	Approved by
30.06.2025	V Rudge	Annual review	Trust Board
26.11.2024		Approved by the DoWMAT Trust Board	Trust Board
22.10.2024	V Shelley	Annual Review & QE Committee Approval	QE Committee
January 2023	C Davies	Review	QE Committee