



Policy/Procedure/Guideline Review

Policy/Procedure/Guideline:	Quality & Standards Committee Terms of Reference
Senior Manager Responsible:	Trust Board
Approval:	October 2025
Review date:	Annually



Quality and Standards Committee Terms of Reference

Introduction

The Quality and Standards Committee is a committee of the Board of Pendle Education Trust. All areas of responsibility are delegated to the Committee as detailed in the Trust's Scheme of Delegation.

Membership and Administration

- The Quality and Standards Committee will comprise at least three members of the Trust Board. There will be at least one member with primary experience and secondary experience.
- The quorum for the Committee shall be two members.
- Administrative support will be provided by the Clerk to the Trust.
- Employees of the trust are not permitted to be committee members, but the Accounting Officer and Director of Education should attend to provide information to the Committee but will have no voting rights.
- The Quality and Standards Committee can appoint an educational expert advisor.
- Any trustee may attend a meeting of the Quality and Standards Committee, including those who are not members of the Quality and Standards Committee.

The Committee will meet at least three times a year. Minutes of meetings will be taken and will be submitted to the next scheduled meeting of the Trust Board once approved in draft by the Chair of the Quality and Standards Committee. A member of the Quality and Standards Committee will provide an update to the Trust Board when on the Trust Board agenda.

Remit of the Committee

1. Hold to account Trust leaders for the quality of education across the Trust.
2. Provide challenge and support at a cross-Trust level to ensure every child is receiving teaching and learning which is good or better.
3. Scrutinise the performance of each individual academy against targets for achievement.
4. Establish and/or approve policies in line with the Trust's approved policy schedule.
5. Determine the character of education across the Trust.
6. Provide advice and support to those accountable for decision making in the following areas: Quality of Education; Behaviour and Attitudes; Personal Development; Leadership and Management.
7. Recommend to the Trust Board for approval challenging educational targets of the Trust.
8. Receive and consider reports from the Executive Team on outcomes and forecasts against previous performance and national data; progress against the Academy Development Improvement Plan; teacher performance and development.
9. Receive and consider annual data reports on Safeguarding, SEND/inclusion and Careers across the Trust's academies and to ensure there is one designated trustee responsible for this purpose across the Trust.
10. Undertake and regularly review an educational standards risk assessment.



11. Engage with stakeholders regarding the character and standard of education within the Trust.
12. Receive and consider reports on the use of exclusion across the academies.
13. Ensure the review of admissions arrangements and any required consultation for change is carried out in accordance with the admissions code.
14. Recommend the change of lower or upper age range.
15. Recommend the adding or removing of a sixth form.
16. Recommend amalgamating or de-amalgamating with another academy.
17. Recommend a change of gender composition.
18. Recommend a change in type of SEN provision.
19. Recommend changes affecting provision reserved for SEN pupils.
20. Recommend the adding or increasing boarding provision.
21. Ensure a broad, balanced, inclusive and robust curriculum is taught to all pupils.
22. Approve improvement plans for each academy in line with the strategic aims of the Trust.
23. Receive and approve strategies against specific grant funding requirements (e.g. pupil premium, sports premium, catch up funding)
24. Monitor and challenge the use of Pupil Premium and other funds.
25. Hold the Executive Team to account for pupils' outcomes, safeguarding, the quality of teaching, learning and assessment, in accordance with the Scheme of Delegation.
26. Consider the aims and priorities for raising standards of achievement in the Trust strategic plan.
27. Ensure that the legal requirements for children with special needs are met and that they are given support for learning.
28. Ensure that each Academy fulfils its legal requirement to publish information about their Academy's performance and curriculum.
29. Ensure each Academy complies with its commitment to training and professional development for all personnel in order to ensure quality first teaching in each academy.

