



**Falmouth MAT – School Improvement Committee
Terms of Reference**

Finance Committee (comprising Estates, Finance, Audit & HR)	
Role	The role of the School Improvement Committee is to maintain an oversight of the Trust’s curriculum, quality and standards.
Membership	<ul style="list-style-type: none"> • Two Trustees (one appointed by the Board to be Chair) • Representatives from each of the schools Local Governing Boards across the MAT • Chief Executive Officer <p>Headteachers and members of their senior leadership team as required.</p> <p>(Only Trustees have voting rights)</p>
Admin	<p>Administrative support will be provided by the Clerk to the Board.</p> <p>Agendas will be agreed in advance by the Chair of the School Improvement Committee. Papers will be circulated to members and attendees at least 5 working days in advance of the meeting wherever possible.</p> <p>Minutes of meetings will be taken and once approved in draft by the Chair of the School Improvement Committee, be circulated to Committee members and submitted to the next scheduled meeting of the Board.</p> <p>The School Improvement Committee will review these terms of reference and self- assess its performance against these terms of reference on an annual basis.</p>
Quorum	3 Committee members, including one trustee and the CEO.
Meetings / Frequency	Minimum 3 meetings per annum – usually termly
Delegated Decision Making Authority	<p>Delegation of decision making within the delegated framework.</p> <p>Recommendations to Trust Board</p>
Voting	Show of hands unless agreed to the contrary (excluding non-voting members)
Delegated Authority	Hold the Executive Team to account on the outcomes of all students across the MAT and ensure policies are clear, supportive and in keeping with the ethos of Falmouth MAT.
Conflicts of interest	All members must declare any potential business interests at the start of each meeting as a standing agenda item and also during any meeting should a circumstance arise that is not on the agenda.

	<p>The members must be mindful of the requirements of the Academies Financial Handbook for both related party and connected party transactions and must ensure that the rules are complied with.</p>
<p>Core duties</p>	<ol style="list-style-type: none"> 1. Approve, monitor and review the impact of Trust strategies for: Curriculum Assessment School Improvement Teaching & Learning CPD Behaviour Safeguarding 2. Hold the CEO and Senior Leadership to account for academic standards, the quality of teaching, behaviour and attendance across the 3. To receive and review the consolidated KPIs on attainment, progress and quality of teaching, behaviour and attendance 4. To identify any areas of concern in respect of standards and performance, including SEND, Disadvantaged Pupils and other key vulnerable groups, and to monitor intervention strategies and action plans. 5. Review Ofsted reports and post-Ofsted school specific action plans and make recommendations to the Trust Board as appropriate. 6. Monitor and review Pupil Performance Risks and escalate concerns to the board. 7. To recommend policies to the Trust for ratification. 8. To consider other areas, as determined by the Trust Board from time to time. <p>The Committee will self-assess its performance against these Terms of Reference on an annual basis and will also review the Terms of Reference, submitting any proposed changes to the Board for approval. Along with all other chairs of committee, a review of their performance will be completed annually</p>