

**ST BARTHOLOMEW'S SCHOOL
EDUCATION COMMITTEE
TERMS OF REFERENCE**

AUTUMN 2025

The Education Committee provides strategic oversight and ensures accountability and compliance of the school in the areas of curriculum; teaching & learning; safeguarding; wellbeing and inclusion; standards and attainment; and the school's engagement with its stakeholders.

Objectives

The Committee's objectives are to ensure:

1. Effective safeguarding and pastoral provision;
2. A broad, balanced and engaging curriculum which meets the needs of all students and prepares them for the world beyond school;
3. Highest quality teaching and learning for all students;
4. The best possible attainment and progress for all students;
5. Effective engagement of the school with students, staff, parents/carers and the wider local community.

Areas of Responsibility

The Chair and the Committee hold the following delegated authorities from the Full Governing Body:

Curriculum and Attainment

- Agree overall progress and attendance targets.
- Scrutinise student attainment and progress at Key Stages 3, 4 and 5 including:
 - by subject, year and cohorts (including but not limited to SEND (special educational needs and disabilities), disadvantaged, EHCP (education, health and care plans), and prior attainment groups) against School Development Plan (SDP) objectives;
 - effectiveness of interventions to improve attainment and progress.
- Oversee the curriculum, including:
 - strategic discussion on medium-term curriculum development plans;
 - prior consultation on permanent changes to subject offers;
 - reviewing recent major changes to curriculum elements;
 - assessing the offers of Core Skills and Core Skills Plus, functional skills and alternative provision to ensure relevance, breadth and usefulness;
 - scrutinising Stretch & Challenge, enrichment offer, Personal Development Programme (PDP) and careers.

Teaching & Learning

- Monitor how the school delivers adaptive teaching.
- Oversee teaching & learning quality including agreeing with school leadership what constitutes high-quality teaching and ensure appropriate quality assurance.
- Provide strategic oversight over homework: ensuring intent is clear and aligned, implementation consistent and equitable, checking contribution to progress, engagement and curriculum reinforcement.
- Monitor the school's CPD provision, including:
 - strategic vision for teacher development, individual needs assessment, delivery methods, resource allocation, value for money;

- evaluation of the impact of CPD on teaching practices, staff engagement and student outcomes via data and other feedback mechanisms.

Safeguarding, Wellbeing & Inclusion

- Scrutinise and oversee the safeguarding provision, including:
 - the safeguarding function is adequately resourced and the Designated Safeguarding Lead (DSL) adequately supported;
 - Verifying that safeguarding procedures are consistently and effectively applied and are compliant with *Keeping Children Safe in Education* (KCSiE) and other relevant legislation/guidance including training for staff and governors;
 - monitoring safeguarding performance, reports, incidents and trends and actions taken;
 - Reviewing the Statutory Annual Audit of Safeguarding and Protection.
- Verify that safer recruitment processes are followed and check that the Single Central Record is maintained and compliant with statutory requirements.
- Monitor provisions for pastoral care, physical wellbeing, mental health support and access to counselling, ensuring that all student groups' needs are met.
- Scrutinise data and practice regarding attendance, behaviour incidents and exclusions.
- Ensure safety, educational value and equity of trips, approving specific trips according to the policy.

Stakeholder Engagement

- Monitor, evaluate and challenge engagement with parents/carers, students, school staff and the community.

Other

- Scrutinise all policies delegated to the Committee as defined in the Delegated Policy Framework and Finance Scheme of Delegation, assessing them for compliance with statutory requirements and alignment with the School's vision, ethos and goals, and monitor their implementation.
- Scrutinise use of pupil premium/16-19 Bursary, assessing the effect on reducing attainment gaps.
- Oversee the implementation of recommendations from external inspection by Ofsted or other inspection body falling within the Committee's remit.
- Monitor how the school maintains and manages all relevant areas of the risk register.
- Undertake relevant statutory link governor monitoring and report to the Full Governing Body.
- Any other delegated authority and/or request to work on behalf of the Full Governing Body.
- Review annually the Terms of Reference and Annual Work Plan.

Membership & Meetings

- A minimum of eight governors, appointed to the Committee based on their skills, with quorum being a minimum of three committee members, while meetings are open to all governors.
- Chair and Vice-chair are elected from the membership and shall not be employees of the school.
- The Committee will be supported by Headteacher, Deputy Headteachers, Clerk to the Governors, and, at the request of the Chair, other persons invited to the meeting to provide information.
- The Committee meets at least five times per year. If the Chair is not available the Vice Chair will chair the meeting; if the Vice Chair is not available a temporary Chair will be chosen from the membership.