



FST Primary Schools Federation Governing Board

Pupil Progress and Attainment Committee - Terms of Reference (2023/24)



Love, Learn and Grow Together

At Foston CE and Terrington CE (VA) Schools, our commitment to exploring sustainability, affirming diversity, embracing community, and inspiring creativity. Our core Fruit of the Spirit values of love, joy, patience, and self-control are rooted in the words of St Paul (Galatians 5 v 22-23). These Christian values are fostered in the pupils and staff, building an ethos where all can flourish.

At Stillington Community Primary School our commitment to exploring sustainability, affirming diversity, embracing community, and inspiring creativity is rooted in the core values of love, joy, patience, and self-control. These core values are fostered in the pupils and staff, building an ethos where all can flourish.

Agreed by FST Governing Board: 2 October 2023

Next review: Sept 2024

MEMBERSHIP

- Not less than 4 Governors including the Headteacher/Assistant Headteacher/Head of School
- Associate Members are eligible for this committee but may be excluded from any part of a committee meeting when the item of business concerns an individual member of staff or pupil.
- Associate members cannot vote on any decision concerning the budget and financial commitments of the governing body.
- The Committee will elect a Chair - In the absence of the chair, the committee shall choose an acting chair for that meeting from among their number.

QUORUM

- Three Governors who are members of the committee.

MEETINGS

- At least termly
- Clerked by Committee member - In the absence of the clerk the committee shall choose a clerk for that meeting from among their number (not the Headteacher/Assistant Headteacher/Head of School).
- The draft minutes of each meeting will be circulated with the agenda for the next ordinary meeting of the full governing body and will be presented at that meeting by the committee chair (or in his/her absence another member of the committee).
- 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 governors.
- Virtual or Hybrid meetings can be held with the prior agreement of the Chair.

TERMS OF REFERENCE

The key duty of the Committee is:

- Holding the school to account for progress and attainment for all pupils

The Pupil Progress and Attainment Committee shall consider the Federation's vision and values, safeguarding, and equalities implications when undertaking all committee functions.

Committee Responsibilities:

The Pupil Progress and Attainment Committee shall consider and act on behalf of the Governing Body and where necessary, make recommendations to the Governing Body with respect to the following areas:

1. To monitor and review the progress and attainment of pupils, and specific cohorts including those in receipt of pupil premium funding and pupils with special educational needs and disabilities (SEND).
2. To receive reports following a range of monitoring activities.
3. To review strategies and interventions to support pupils' learning, especially those who are making less than expected progress.
4. To ensure that the requirements of pupils with SEND are met so far as is reasonably practicable and receive reports from the SENCO.
5. To review the schools' Pupil Premium, Recovery Grant and National Tutoring Programme Strategies, and monitor impact on narrowing the attainment gap and improving academic outcomes of disadvantaged pupils.
6. Ensure school leaders fulfil expectations and statutory duties related to recording and reporting use of grant funding.
7. To monitor and review the assessment and public examination information required for publication under statutory requirements.

POLICIES:

The Committee will review, adopt, and monitor policies, as delegated by the Governing Board.