



Four Lanes Federation



Progress and Outcomes Committee

Terms of Reference

V1: reviewed and approved 12th October 2023

Primary Purpose

The purpose of the Progress and Outcomes Committee is to:

1. To provide oversight, consideration and advice to the Governing Body on all aspects of pupil progress within the school.
2. To monitor and assess implementation of the delivery of the pupil progress agenda across the school.
3. To monitor and review aspects of the school's attendance, behaviour and personal development programme.
4. To ensure the maintenance and regular review of effective and appropriate procedures and policies as required by current legislation and agreed guidelines on all issues that fall within the scope of this committee.

Membership

5. The committee will ensure it has sufficient governors to undertake its duties effectively and in accordance with the Guide to the Law for Governing Bodies.
6. The quorum must be no fewer than 3 non-staff governors.
7. Membership may include associate members, but a majority of the committee members should be governors.

Election of chair and vice-chair

8. The chair and vice chair will be elected for one year at a time. At the end of their term, they may stand for re-election.

Meetings

9. An annual calendar of dates for committee meetings will be set and published by the end of the Summer term.
10. The committee will hold the minimum number of meetings necessary to ensure the strategic business of the Federation is properly addressed. Meetings will be planned to take account of the availability of necessary information and reports.
11. The Committee will meet no fewer than three times per academic year.
12. In the absence of the chair, the vice chair shall chair the meeting.

The Progress and Outcomes Committee has delegated responsibility to:

13. Review the curriculum offer, ensuring that statutory requirements are met
14. Ensure that the curriculum meets the needs of all pupils, regardless of ability, age, sex or ethnicity
15. Ensure that the requirements of pupils with special educational needs and disabilities (SEND) are met, as laid out in the Code of Practice
16. Ensure that required information relating to the curriculum is published on the federation's websites
17. Monitor and evaluate the results of pupil's learning in terms of progress and attainment and how well they perform in examinations and assessments
18. Monitor and review the progress and attainment of specific groups of pupils, including those in receipt of pupil premium and pupils with SEND.

19. Monitor progress on the key issues identified within the School Development Plan (SDP) which relate to the topics covered by the Progress & Outcomes committee .
20. To contribute towards the development of the SDP by way of scrutiny and recommendation in terms of pupil progress and personal development.
21. Receive and consider reports from the EHT including but not limited to: attendance; suspensions; exclusions; bullying
22. Monitor and evaluate the impact of CPD on the quality of teaching
23. monitor and evaluate all school policies delegated to this committee (see below).

Delegated Policies (to be populated once we are clear which policies sit where)

24. Relationships Education and RSE (which should be published on the school website)
25. Early Years Foundation Stage (EYFS)
26. Equality Information and objectives (public sector equality duty) state for publication
27. Accessibility plan