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CRANMER EDUCATION TRUST

# STANDARDS COMMITTEE

## Terms of Reference – 2022-23

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Approved by the CET Standards Committee on 16<sup>th</sup> November 2022

CRANMER EDUCATION TRUST

The Blue Coat School, Egerton Street, Oldham. OL1 3SQ

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## **Cranmer Education Trust ("the Trust")**

### **Standards Committee Terms of Reference**

#### **1. Constitution**

1.1. The Trustees (defined as the Directors under the Trust's Articles of Association) have resolved to set up a committee of the Trust Board to focus on standards across the educational institutions owned and operated by the Trust. The scope of the committee's business is:

**1.1.1. To monitor and review the academic and pupil standards for individual academies and the Trust as a whole in relation to;**

- the Christian vision and values of the Cranmer Education Trust;
- pupil attainment and progress in learning, using the summary data dashboards prepared by the data analyst, the CEO's termly report and local committee minutes;
- attendance, persistent absence and exclusion data within individual schools and across the Trust;
- pupil/student progression to the next phase of education, training or employment;
- whole-school performance, as assessed by Ofsted, SIAMS and/or any other review commissioned by the Trust;
- to advise the Trust Board on overall educational performance of the Trust.

**1.1.2 To report to the Trust Board on the Trust's compliance with all statutory curriculum and reporting requirements, at Trust and School level, and in the light of the Trust's Christian vision and values drawing on the reports of the CEO, reporting by local committees and deep dives for QA on an annual basis, and including;**

- provision for pupils with Special Educational Needs and Disabilities;
- the Public Sector Equality Duty;
- how and with what effect Pupil Premium funding is spent in each school;
- safeguarding including the Prevent Duty.

**1.1.3 To report to the Trust Board on the progress of each designated Church of England school against the SIAMS framework through:**

- a holistic focus on the inspection question "How effective is the school's distinctive Christian vision, established and promoted by leadership at all levels, in enabling pupils and adults to flourish?";
- including the responsibility of each designated church school to provide collective worship in accordance with the values and priorities of the Church of England;
- including the quality of Religious Education.

**1.1.4 To review the Trust's improvement strategy and capacity, reporting to the Trust Board.**

**1.1.5 To ensure that the non-Church of England designated academies have a vision that supports the overall vision and ethos of the Trust**

**1.1.6 To oversee the work of the SCITT Executive in holding SCITT management to account for the quality of training and assessment, its moderation and quality assurance, trainee progress and trainee voice.**

1.2. This committee is constituted under Article 100b of the Trust's Articles of Association.

1.3. In accordance with Article 101, these terms of reference will be reviewed annually.

#### **2. Membership**

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- 2.1. The Trustees may appoint any of their number or non-Trustees as they see fit to form the membership of the committee. They may add additional members at any time.
- 2.2. No business of the committee can be transacted unless a majority of those present are Trustees.
- 2.3. A list of the current members of the committee are appended to these terms of reference (i.e. Trustees: Robert Lamb, Reverend John Rosedale, Janet Gregory, Sean Curley and Julie Hollis. In addition, the Trust's Head of School Improvement, Ms J Biddle-Mogg, will also be a member of the committee. The Trust's data analyst will also attend meetings, as required.)
- 2.4. The Trustees may remove any committee member, for any reason as they see fit, at any time.

### **3. Clerk**

- 3.1. The Chief Executive shall ensure that administrative support shall be provided to the committee.
- 3.2. The Trust's Clerk shall be responsible for calling the meetings, preparing the agenda in consultation with the Chair and preparing and recording the minutes of the committee.

### **4. Committee Proceedings**

- 4.1. The Trustees will appoint the Chair of the committee from the committee's membership. Only a committee member who consents to act may be appointed as Chair. The Chair will remain in office until removed by the Trustees.
- 4.2. In the absence of the Chair from a meeting any committee member present may preside over the meeting as its Chair with the consent of the other committee members in attendance.
- 4.3. A quorum for a meeting of the committee must be three members, with at least two being Trustees.
- 4.4. In the event that three members are not present at the time that the committee meeting has been duly called it shall be deemed to be adjourned and will be rearranged as soon as reasonably possible by the Clerk.
- 4.5. Committee members shall have no set term of office, save for Trustees who may only serve for as long as their term of office as a trustee is unexpired.
- 4.6. The committee will meet a minimum of twice in each academic year. In the event that the committee cannot meet for any reason within the period specified in this clause this does not invalidate any business transacted at any following meetings.
- 4.7. Notice of meetings will be given by the Clerk to the committee's members at least 7 calendar days before the meeting is to be held.
- 4.8. Meetings may be called on short notice if so required by the Chair of the committee so long as it is stated on the notice why it must be called without full notice.
- 4.9. The committee members may invite non-members to any of their meetings to provide them with information or assistance as they may require from time to time. The non-member will not be entitled to vote on any committee business to be transacted. If attendance of a non-member would incur a fee the Chair must obtain the prior written consent of the Chair of Trustees and notify the Chief Executive Officer.
- 4.10. Any voting on committee business shall be by way of a simple majority. The Clerk shall record all decisions taken within the minutes of the committee.

### **5. Amendment or revocation**

- 5.1. The Trustees fully reserve their rights to amend, alter or revoke these terms of reference at any time and for any reason they so determine.
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