

TERMS OF REFERENCE FOR THE STANDARDS COMMITTEE OF THE GOVERNING BODY OF LITTLEPORT COMMUNITY PRIMARY SCHOOL 2025-26

1. Membership

- 1.1 The Standards Committee shall consist of **not less than five Governors** and the Headteacher (or his/her representative).
- 1.2 The Committee may appoint such co-opted, non-voting members as agreed by the Governing Body. These members will serve in an advisory capacity and may include staff nominated by the Headteacher following consultation with the Committee.
- 1.3 Other members of the Governing Body may attend meetings of the Standards Committee and may contribute to discussions on matters under consideration.
- 1.4 Only full members of the committee, as approved by the Governing Body, shall have the right to vote on any resolution placed before the Committee.
- 1.5 **The Chairman and the Vice Chairman of the Committee shall be elected every two years at the first meeting of the Autumn term.**

2. Quorum

- 2.1 The quorum shall be three Governors of which one must be the Headteacher (or his/her representative)

3. Meetings

- 3.1 The Committee shall meet termly, or more frequently as may from time to time be required.
- 3.2 Each term the Committee shall review the dates for future meetings to ensure that a schedule exists for the academic year.
- 3.3 The clerk for the committee will be provided by Camclerks.
- 3.4 The agenda for the meeting shall be distributed at least seven days before the meeting.
- 3.5 A summary of decisions taken and points for action will be noted in the minutes as a record of the proceedings of the meeting.
- 3.6 Where there is an equality of votes for and against a particular resolution the chair will have a casting vote.
- 3.7 A report of proceedings of meetings of the Standards Committee shall be circulated with the papers of the next full meeting of the Governing Body.
- 3.8 The Committee shall be accountable to the Governing Body.

3.9 Before discussing or voting on a subject a member of the Standards Committee must declare any pecuniary interest and, if applicable, withdraw. Members of the Standards Committee who also teach at the school need not withdraw from meetings when their interest in the matter being discussed is not greater than the interest of the generality of teachers at the school,

4. Function

4.1 Decisions taken by the committee must be led by the priorities identified within the School's Improvement Plan, post-Ofsted Plan and Termly Operational Planner.

4.2 The committee will advise and work with the headteacher to promote the best educational outcomes for all children in the school

4.3 To monitor standards, achievement and progress of children in the school.

4.4 To monitor the priorities of the Improvement Plan and post-Ofsted plan in improving standards and children's learning

4.5 To receive evaluation on the Improvement Plan and post-Ofsted plan and make suggestions for the future plans.

4.6 To consider and advise the governing body on standards and other matters relating to the school's curriculum, including statutory requirements and the School's Curriculum Policy

4.7 To consider the KIT report from the local authority and any other reports on the performance of the school

4.8 Establish and regularly review policies and procedures as per the Delegation of Decisions planner, in particular the following:

- Admissions Arrangements
- Behaviour Policy
- Sex and Relationship Education

4.9 To liaise with Educational Visits Co-Ordinator (EVC) to monitor and evaluate learning outside the classroom

4.10 To ensure the learning needs of different groups of children are met and that their outcomes are improving including Pupil Premium, SEN, EAL, and YC.

4.11 To ensure the production of the school prospectus at the Summer Committee meeting.

1. Approved by the Governing Body on 25th September 2025

2. Signature of Chair of Governors