



Terms of Reference Achievement for All Committee

Committee with oversight for this policy – Achievement for All	
Terms of Reference to be approved by the Full Governing Body	
Policy last reviewed by the Achievement for All Committee	02/11/2017
Policy last ratified and adopted by Full Governing Body	22/11/2017
Policy / Document due for review	Autumn 2018

Ravenor Primary School

Achievement for All Committee

Terms of Reference

Membership

The Committee shall consist of not less than three Governors plus the Head Teacher or the Head's nominated Deputy. Co-optees as determined by the Governing Body.

The Committee is not open to the public.

Quorum

The quorum to elect the Chair of the Committee shall be three members of the Achievement for All Committee.

The quorum to conduct normal business on behalf of the Governing Body shall be three members of the Committee including the Head Teacher or the Head's nominated Deputy.

Meetings

The Achievement for All Committee shall meet at least once a term.

Minutes will be taken by the clerk of the committee and will be submitted to the Achievement for All Committee no later than 2 weeks after the date of the meeting.

Roles and Responsibilities

Elect Chair to the Committee.

To elect a clerk to keep accurate records of the committees meetings.

To conduct business on behalf of the Full Governing Body

Objectives

- To monitor the school's progress in the relevant Ofsted priority;
- To report (via minutes) to the full governing body on those areas within their remit;
- To contribute to the School Development Plan;
- To provide guidance to the Governing Body, Head Teacher and other Committees on all Achievement and Inclusion related areas.
- To contribute to the development of school policies on those areas within their remit;
 - To note / approve / review all policies that are within the remit of the committee as per the policy review schedule approved by the Governing Body.
 - To ensure that all appropriate practices are in place and that they are regularly reviewed.
- To ensure that all staff and Governors are aware of developments in the Curriculum and Inclusion areas.

- To monitor the achievement of all groups of pupils including SEN, EAL, CLA. This should be at both Peer level and against Local and National benchmarks.
- To monitor the effective use of the Pupil Premium for the benefit of those pupils receiving FSM and those pupils that are registered as "ever 6".

Reporting to the Governing Body

- The committee meeting notes are to be made available to the next Full Governing Body Meeting.
- Report to the Full Governing Body details of any changes to statutory requirements that affect the work of the Achievement for All committee.
- Report to the Full Governing Body details of any other aspects of which they should be aware.