



## EDUCATION COMMITTEE

### TERMS OF REFERENCE

*In carrying out its responsibilities set out below, the committee will have proper regard to health & safety, the safeguarding of all learners, Prevent and promoting equality and respecting the diversity of the college community.*

<b>Membership:</b>	5 Members - may include an external co-opted specialist
<b>Quorum:</b>	The greater of two members or 40% of membership
<b>Chair:</b>	To be appointed by the Board (from amongst the Board Members)
<b>Period of Office:</b>	To be determined by the board but not to exceed six years in aggregate
<b>Clerking arrangements:</b>	Clerk to the Board
<b>Meetings:</b>	Normally one per term
<b>Status:</b>	Voluntary Committee
<b>Powers:</b>	<b>Authority to approve</b> designated college policy documents  <b>Advisory</b> to the Board in other regards, to consider any matters within its set remit or as may be specifically delegated by the Board from time to time
<b>Reporting arrangements:</b>	The minutes of each meeting (approved or draft) will form part of the next available Board agenda
<b>Purpose:</b>	<ul style="list-style-type: none"><li>- To monitor and evaluate all aspects of teaching and learning across 16-19 and 19+ provision to ensure consistency of approach, assessment, and standards</li><li>- Through this, to ensure the leadership team are held to account for the effective delivery of Ada's unique approach to teaching and learning and all student's academic progress and performance.</li></ul>

#### **Remit:**

1. Scrutinise standards of teaching, learning and assessment
2. Monitor targets and college performance outcomes in relevant areas, including student achievement, retention, attendance, progression, value added, and destinations, utilising benchmark information where available
3. Monitor and evaluate the College's quality systems
4. Review any external inspection reports (except those falling under the remit of the Audit Committee) and monitor and evaluate progress against resulting action plans
5. Receive and commission reports on strategic curriculum issues and monitor and evaluate curriculum and learning support development
6. Monitor and evaluate attainment and retention of any relevant quality standards adopted by the College

7. Monitor and evaluate surveys of students' and employers' opinions, also arrangements for the encouragement of, and responding to, the 'learner voice'
  
8. Monitor the College's safeguarding, Prevent and Equality & Diversity arrangements
9. Review all relevant policies and procedures as appropriate, approve those on an assigned list and recommend revisions to the Board for others as needed . The list of Policies assigned to this Committee for review is:
  - a) To review and recommend to the Board for approval:
    - Safeguarding Policy (including Prevent) - yearly
    - Exclusions Policy – yearly (to be reviewed)
  - b) To review and approve every three years:
    - Admissions Policy
    - Attendance and Punctuality Policy
    - Behaviour Policy
    - Teaching, Learning and Assessment Policy - 6th Form
    - Teaching, Learning and Assessment Policy - Apprentices
10. Receive an annual report on staff training and development
11. Within the context of strategic priorities approved by the Board, to implement and review the annual work plan for the Committee which focuses on the identification, monitoring and review of annual targets and performance measures
12. Approve the College's Self-Assessment Report and associated Continuous Improvement Plan (CIP)