



Guilsborough Academy

Guilsborough Multi Academy Trust

GMAT
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**Guilsborough Multi Academy Trust
Standards and Curriculum Committee
Terms of Reference
2025-2026**



1. Purpose

The Board of Trustees has established a Standards and Curriculum Committee to support it in its responsibilities for ensuring the overall effectiveness of the standards and performance within Guilsborough Multi Academy Trust and to consider safeguarding, SEND and equalities implications when undertaking all committee functions.

The Standards and Curriculum Committee (S&C) is a subcommittee of Guilsborough Multi Academy Trust Board of Trustees and it is authorised to act within the Committee Terms of Reference and Trust Scheme of Delegation or on projects specially delegated by the Board of Trustees.

2. Membership

- 2.1. The S&C Committee will have a maximum of 7 and no fewer than 3 trustees as members. The Chair of the Board will not be the chair of this committee.
- 2.2. The Chair of the S&C Committee will be elected annually by the Board from any of its members except the Chair.
- 2.3. Membership of the S&C Committee will be agreed by the Board of Trustees. At least one S&C Committee member shall have recent and relevant experience in an educational setting.
- 2.4. The Board of Trustees may also appoint or co-opt one or more independent external non-voting members. The S&C Committee members may recommend such appointments to the Board.
- 2.5. All appointments shall be made with due regard to the need to understand the Trust's objectives, structure and culture, and other legislative and accountability contexts within which it operates.
- 2.6. The term of service for S&C Committee members will be for a period of 4 years.
- 2.7. S&C Committee members will discontinue their membership of the Committee, if they no longer serve as members of the Board.



- 2.8. S&C Committee members should declare conflicts of interest not previously notified at the start of each meeting.
- 2.9. The S&C Committee will be supported by the services of the Governance Professional.

3. Quorum

- 3.1. A minimum of three Trustees who are members of the Committee.
- 3.2. If the meeting is not quorate, any matter decided by the Committee will only be a recommendation and must be ratified by the Board.
- 3.3. When matters are decided by the Committee through a vote, the Chair of the Committee shall have a casting vote in the event of an equal division of votes

4. Meetings

- 4.1. A minimum of one meeting per term (3 terms a year)
- 4.2. Committee meetings will not be open to the public, but minutes shall be made available on request. Information relating to a named person or any other matter that the Committee considers confidential will not be made available for inspection.
- 4.3. In the absence of the Chair to the Committee, the Committee shall choose an acting Chair for that meeting from among their number.
- 4.4. In the absence of the Governance Professional the Committee shall choose a Clerk for that meeting from among their number (someone who is not a paid employee of the Trust).
- 4.5. Any decisions taken must be determined by a majority of votes of Committee members present and voting – but no vote can be taken unless a majority of those present are Trustees.
- 4.6. Members of the S&C Committee may ask any other officials of the organisation to attend to assist it with its discussions on any particular matter.



- 4.7. The S&C Committee may ask any or all of those who normally attend but who are not members of the committee to withdraw from the discussion of particular matters to facilitate open and frank discussion.
- 4.8. The Governance Professional (or clerk) will arrange for a record of the proceedings and decisions of each meeting to be made, including the names of those present and in attendance and any declarations of conflict of interest.
- 4.9. A register of attendance shall be kept for each Committee meeting and published annually.
- 4.10. Draft minutes of the meetings shall be circulated within 10 working days of the meeting taking place to the Chair of the S&C Committee and then to all members and attendees of the S&C Committee.
- 4.11. The minutes of the meeting shall be approved by the S&C Committee at its subsequent meeting.
- 4.12. The draft minutes of each meeting will be circulated with the agenda for the next ordinary meeting of the Board of Trustees and will be presented at the meeting by the Chair (or in their absence another member of the committee).

5. Notice of meetings

- 5.1. Unless otherwise agreed, notice of each meeting confirming the venue, time and date together with an agenda of the items to be discussed and any relevant papers shall be sent to S&C Committee members and all other persons required to attend, no later than 5 working days before the date of the meeting.
- 5.2. In addition to its scheduled meetings, further meetings of the S&C Committee may be called by the Governance Professional at the request of the Board or of the Chair of the S&C Committee.

6. Duties and Responsibilities - Curriculum Planning and Delivery

- 6.1. To review, monitor and evaluate the curriculum offer across the Trust.



- 6.2. To develop and review policies identified within the Trust's policy review programme and in accordance with its delegated powers.
- 6.3. To ensure that the requirements of children with special educational needs are met, as laid out in the Code of Practice, and receive a minimum of termly (3 times a year) reports from the SENCO for the MAT and an annual report from the SEN Trustee.

7. Duties and Responsibilities - Assessment and Improvement (Standards)

- 7.1. To review the effectiveness of leadership and management
- 7.2. To review the impact of quality of teaching on rates of pupil progress and standards of achievement
- 7.3. To review rates of progress and standards of achievement of pupils, including any underachieving group.
- 7.4. To review the impact of continuing professional development on improving staff performance.
- 7.5. To set priorities for improvement and monitor and evaluate the impact of improvement plans which relate to the Committee's area of operation.
- 7.6. To review provision for all groups of vulnerable children and ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- 7.7. To regularly review the Assessment Policy and to ensure that the policy is operating effectively.
- 7.8. To consider recommendations for an external review of the Academy, agree actions as a result of reviews and evaluate regularly the implementation of the plan.
- 7.9. To ensure that all children have equal opportunities.
- 7.10. To advise the Finance, Audit and Risk Committee of the relative funding priorities necessary to deliver the curriculum.



8. Duties and Responsibilities - Engagement

- 8.1. To monitor the Trust's publicity, public presentation and relationships with the wider community.
- 8.2. To identify and celebrate the achievements of members of the Trust.
- 8.3. To ensure all statutory requirements for reporting and publishing information are met and the Trust's website content is fully compliant and presented in an accessible way.

9. Duties and Responsibilities – Staff and Student Safeguarding and Wellbeing

- 9.1. To monitor and review the Trust's approach and support for staff and student in relation to safeguarding
- 9.2. To monitor and review the Trust's approach and support for staff and student mental health and wellbeing
- 9.3. To monitor and review equality, diversity and inclusion within the Trust

10. Support

10.1. The S&C Committee shall be entitled to:

- sufficient resources to carry out its duties, including access to the Trust's governance and business resource.
- appropriate and timely training, both in the form of an induction programme for new members and on an on-going basis for all members
- procure specialist ad-hoc advice at the expense of the Trust, subject to confirmation from the Board that funds are available
- seek any information it requires in order to perform its duties from any employee of the Trust.
- call any employee to be questioned at a meeting of the S&C Committee as and when required.