

Primary Educational Excellence Committee

Terms of Reference

2025/26



Constitution

The Committee is recognised as a Local Governing Bodies pursuant to Article 100 of the Trust's Articles of Association and includes a parent representative from each school in the membership.

Committee Purpose

To assess and provide the Trust Board with an opinion on the adequacy and effectiveness of Exning Primary School and Stanton Primary School's provision to deliver outstanding quality education, positive student outcomes and enriching student experiences, aligned to the Group's Strategic Plan and comply with associated statutory regulation and duties.

To provide assurance to the Trust Board that local input from parents, students and other stakeholders is being sought and heard, and leads to continual enhancement of the quality and educational outcomes.

To challenge and hold to account the Executive on such matters.

Responsibilities

1. To approve the implementation and monitor the impact of educational quality improvement strategies;
2. To monitor curriculum performance KPIs and review performance against internal and external targets/benchmarks, and set appropriate targets for the forthcoming academic year as required;
3. To review the impact of teacher development and staff CPD to enhance the quality of the curriculum;
4. To receive Stakeholder Engagement reports and evaluate the impact of strategies to engage with key stakeholders;
5. To receive staff, student and stakeholder survey outcomes relating to Exning Primary School and Stanton Primary School's curriculum provision, and ensure this feedback informs improvement plans;
6. To receive and comment on the School Development Plans, identifying emerging trends and risks, and recommend any associated Improvement Plans to the Trust Board for approval;
7. To review progress reports on the implementation of the Improvement Plans;
8. To support any Ofsted or other regulatory inspections as required;
9. To review and recommend the Primary Admissions policies;
10. To receive regular reports and provide assurance on the effectiveness of Safeguarding procedures to the Trust Board;
11. To give due consideration to issues of Equality and Diversity in all areas of work.

Delegated Authorities

1. To review and monitor student suspensions and exclusions (fixed term and permanent).
2. To consider any decision made to exclude permanently a student and to establish and authorise an independent appeal panel, as needed.

Policies/Reports to scrutinise and recommend to the Trust Board:

1. Admissions policies
2. Accessibility policy
3. Charging and remissions policy
4. Child protection and safeguarding policy

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5. Children with health needs who cannot attend school policy
6. Complaints procedure
7. Inclusion policy
8. Pupil Premium report
9. PE/Sports Premium report
10. School Development and Improvement Plan
11. SEN Information report
12. Special educational needs and disabilities policy
13. Student Discipline policies
14. Supporting children with medical conditions policy
15. Uniform policy

Membership

The Committee shall comprise up to sixteen members including two elected Parent Committee members (one from each school).

The Committee may invite the advisers or other third parties to attend meetings of the Committee as appropriate (such persons shall be entitled to speak at the meeting, but not to vote).

There shall be a standing invitation for members of the CEO, Regional Director Primary and Primary Senior Leadership Teams to attend meetings of the Committee. Other members of staff may also attend on specific invitation from the Committee Chair.

The quorum for meetings of the Committee shall be one third of the appointed members.

Chair

The Trust Board will appoint a Trustee as the Committee Chair through its standard processes for a term of one year, renewable, at its meeting in July for the following academic year.

Vice-Chair

The Trust Board will appoint a Primary Committee member as the Committee Vice Chair through its standard processes for a term of one year, renewable, at its meeting in July for the following academic year.

Clerk

The Governance Professional shall act as Clerk to the Committee

Frequency of Meetings

The Committee will meet termly.

Term of Office

Appointments of members of the Committee will cease at the end of their term of office as a Trustee and/or as Primary Committee member, unless members opt to terminate their membership by issuing notice of resignation to the Governance Professional.

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Powers

This Committee is advisory to the Trust Board, apart from the specific powers delegated above and any additional powers as delegated by the Trust Board, from time to time.