

The Langley Academy Trust
Parlaunt Park Primary Academy (Local Governing Body)
Terms of Reference

1. Membership

As agreed by resolution of the Trust from time to time and at least annually.

2. Quorum

The Executive Principal (or senior staff member nominated by the Executive Principal to deputise) together with two other Governors, both being non-employees of the academy.

3. Meetings

The committee shall meet at least 3 times a year. An agenda and papers for the meeting shall be distributed to members of the committee not less than seven days before the meeting.

4. Minutes and Papers

Draft minutes will be distributed to Parlaunt Park Primary Academy committee members within seven days of the meeting by the Clerk to the Trust, and distributed with papers for the next Trust meeting.

5. Functions

On behalf of the Trust to take responsibility for educational standards in Parlaunt Park Primary Academy.

- In consultation with the Executive Principal and Headteacher, to advise the Trust on curriculum matters and to make any recommendations to the Business Committee, and/or Trust, regarding resource levels and any health and safety issues.
- To monitor through reports from the Headteacher the quality of teaching and learning in the academy.
- To monitor through reports from the Headteacher pupil behaviour and the operation of the Behaviour for Learning Policy.
- To monitor pupil attendance through reports from the Headteacher.
- To receive curriculum reports as suggested by the Headteacher and to review the curriculum annually.
- To review academy priorities and recommend them to the Trust.

- To monitor through reports from the Headteacher or senior staff the academy's performance in relation to the targets set by the Trust.
- To receive reports on the voluntary baseline and statutory assessment data for the academy.
- To monitor the operation of the academy admissions process.
- To monitor and review links with local and other primary and secondary schools, with a view to the promotion of the sharing of good practice and the promotion of life-long learning.
- To receive reports from Link Governors at each meeting as related to the identified link to the priorities.
- To receive reports on Special Educational Needs, Pupil Premium, looked after children and those who benefit from the Sport Premium
 - a) To review the appropriate policies annually
 - b) To monitor through reports from the Headteacher the implementation of these policies
 - c) To ensure, in liaison with the Business Committee, that the resources that are available to the academy to support the needs of these pupils are used effectively for that purpose
- To determine any other matters referred to the Committee by the Trust.
- To review policies in relation to teaching/learning.

Review

To review these Terms of Reference and all related policies, as necessary, and annually in the Summer Term, and make recommendations to the Trust as to any changes thought necessary.