

### Terms of Reference

#### **The main function of the IAB will be:**

- To secure governance of the school, developing a sound basis for rapid school improvement, leadership and management and pupil progress
- To work effectively with leaders to communicate the vision, ethos and strategic direction of the school and develop a culture of ambition
- To support the leadership of the academy to secure an OFSTED 'Good' judgement.

#### **The Academy leadership will support the IAB to carry out its duties by:**

- Ensuring that assessment information from leaders provides the IAB membership with sufficient and accurate information to ask probing questions about outcomes for pupils
- Ensure that information about the impact of the additional monies provided for Year 7 literacy and numeracy catch-up and premium and special educational needs funding is sufficient and accurate for the IAB membership to ask probing questions about its effectiveness in addressing the needs of disadvantaged students.

#### **Membership**

The IAB will comprise:

- 2 x Trustees of the Board (one to act as Chair of IAB)
- 1 x Education Director of the Trust
- 1 x Academy Councillor
- 1 x National Leader of Education

The IAB will be quorate when 3 members are present (to include virtual attendance, by phone or video-conference).

#### **Duration**

The IAB will operate from January 2019 to April 2020. From April 2020 to September 2021 the additional responsibility for the repopulation of the Academy Council will become part of its remit and the two groups will work collaboratively until the Academy Council becomes fully operational for the academic year 2021-22.

#### **Monitoring activities**

The IAB will continue to perform the monitoring activities usually delegated to an Academy Council in order to maintain oversight of the key areas of safeguarding, H&S, PP and SEND. Reporting of the outcomes of the monitoring to the IAB and Audit and Risk committee will continue.

The duties of the IAB can be summarised under three key roles

Aspect	Activity / Terms of Reference
Ensuring clarity of vision, ethos and strategic direction	<ul style="list-style-type: none"> <li>● Approving targets for and monitoring the implementation of school improvement by agreeing the core priorities, objectives and KPIs of the Academy Improvement Plan</li> <li>● Approving the curriculum offered</li> <li>● Approving staffing structures and arrangements</li> <li>● Approving policies (behaviour, sex and relationships education, special educational needs policy and report, supporting pupils with medical needs, preventing extremism and radicalisation, home school agreement, attendance, examinations, SMSC, pupil premium statement, teaching, learning and assessment)</li> </ul>
Hold the Executive Principal and SLT to account, and be accountable to any interested party for the school's performance by	<ul style="list-style-type: none"> <li>● Receiving regular information from the Executive Principal and SLT on the performance of all aspects of the school</li> <li>● Monitoring the quality of provision and standards of achievement within the school.</li> <li>● Monitoring performance against targets set by the IAB</li> <li>● Monitoring the implementation of the policies approved by the IAB and their impact on standards of achievement.</li> <li>● Monitoring school self-evaluation and satisfying itself to the accuracy of this, including via external support as determined by the IAB.</li> <li>● Ensuring the school complies with statutory requirements</li> <li>● Providing challenge and support to the Executive Principal and senior leaders</li> <li>● Monitoring, agreeing and evaluating progress towards OFSTED 'Good'.</li> <li>● Involvement in the appraisal of the Executive Principal and monitoring progress towards agreed targets.</li> </ul>
Overseeing the financial performance of the school and ensuring its additional monies are well spent	<ul style="list-style-type: none"> <li>● Monitoring the PP and SEND strategies and the effectiveness of spending;</li> </ul>
In addition, it will fulfil its accountabilities to learners, parents, staff and the community by	<ul style="list-style-type: none"> <li>● Ensuring that the school website is informative, regularly updated and meeting statutory requirements</li> <li>● Agreeing a complaints policy and monitoring its implementation</li> <li>● Receiving appeals on issues relating to staff grievance, capability, complaints and exclusions;</li> </ul>