



GEORGE ABBOT SCHOOL, GOVERNOR LOCAL ACADEMY COMMITTEE (GLAC)
CURRICULUM & OUTCOMES COMMITTEE TERMS OF REFERENCE

Autumn Term 2019

Membership: Minimum of six committee members, including the Headteacher or their SLT delegate (who would have voting rights).

Quorum: Three committee members, including the Headteacher or delegate.

Meetings: One a term and as required.
(Agenda and related papers are to be distributed one week in advance of the meeting).

Function: To plan, monitor and evaluate the outcomes for students, including student progress, welfare and examination results; the school's approach to Learning & Teaching and behaviour; admissions and the School's relationship with stakeholders, including the Trust.

Tasks:

1. To evaluate standards of achievement and progress of all School year groups 7 – 13 through the regular monitoring and review of school performance data including comparative analyses of local and national standards.
2. To keep the following policies under review via committee or GLAC meetings:

Policy Title	Statutory	Website
Sex Education	Y	Y
Charging & Remissions Policy	Y	Y
Safer Recruitment Policy	Y	Y
Equality Policy	Y	Y
Behaviour & Discipline Policy	Y	Y
SEND Policy	Y	Y
Supporting Young People with Medical Conditions Policy	Y	Y
Guidelines on Confidentiality and Student Disclosures Policy	Y	Y
Accessiblity Plan	Y	Y
Staff Conduct Policy	Y	Y
Admissions Policy	Y	Y

Policies delegated to the GLAC should be reviewed annually

3. To review related issues for inclusion within the School Development Plan (SDP) and monitor progress of objectives within the SDP each term.
4. To review attendance and exclusions.
5. To review medical issues affecting students and teachers during the preceding term.
6. To review and monitor the school's Admissions Policy annually and recommend any changes to the GEP Trust Board.
7. To receive reports, whether from link governors or staff, on the progress and well-being of defined cohorts including: Pupil Premium, Special Educational Needs (SEN), English as a second language (EAL), Looked After Children (LAC), Gifted and Talented, 6th Form.

Terms of Reference to be reviewed annually for approval at the Autumn Term GLAC (planning) meeting



GEORGE ABBOT SCHOOL, GOVERNOR LOCAL ACADEMY COMMITTEE (GLAC)
FINANCE & RESOURCES COMMITTEE TERMS OF REFERENCE

Autumn Term 2019

Membership: Minimum of six committee members, including the Headteacher or SLT delegate (who would have voting rights) and the Business Manager.

Quorum: Three committee members, including the Headteacher or authorised delegate

Meetings: One a term and as required.
(Agenda and related papers are to be distributed one week in advance of the meeting).

Function: To plan, monitor and evaluate the use of resources in the School to ensure best value is achieved and that Trust, DfE, EFA and Ofsted practices and procedures are complied with.

Tasks:

1. To consider the Academy's indicative funding, notified annually by the EFA and the Trust and to assess its implications for the School, in consultation with the Headteacher, in advance of the financial year, drawing any matters of significance or concern to the attention of the GLAC.
2. To keep the following policies under review via committee or GLAC meetings:

Policy Title	Statutory	Website
Sex Education	Y	Y
Charging & Remissions Policy	Y	Y
Safer Recruitment Policy	Y	Y
Equality Policy	Y	Y
Behaviour & Discipline Policy	Y	Y
SEND Policy	Y	Y
Supporting Young People with Medical Conditions Policy	Y	Y
Guidelines on Confidentiality and Student Disclosures Policy	Y	Y
Accessibility Plan	Y	Y
Staff Conduct Policy	Y	Y
Admissions Policy	Y	Y

Policies delegated to the GLAC should be reviewed annually

3. To review resources related issues for inclusion within the School Development Plan (SDP) and review their progress. To also advise the GLAC on the affordability of the SDP.
4. To receive, review and monitor a short and medium term staffing structure which should meet the needs of the School and be financially viable.
5. To liaise with and receive reports from other Committees, as appropriate, and to make recommendations to those Committees about the financial aspects of matters being considered by them.
6. To termly review the Budget and expenditure reporting to the GLAC providing advice on any adjustments that may be required to the SDP.
7. To consider and recommend acceptance or non-acceptance of a draft Budget for the forthcoming financial year, reflecting priorities identified in the SDP.
8. To agree that the day to day maintenance of the school finances are delegated to appropriate staff as identified in the Trust's Finance Policy, with appropriate reports being made available to the Trust Resources Committee.
9. To receive, review and monitor the process in place for recruitment, retention, professional development, performance management and the safeguarding and welfare of staff.
10. To review procurement practices and sub contracts allocated by the school and/or the Trust to ensure value and quality are inkeeping with the budget and SDP, providing necessary challenge to the school and/or Trust.
11. To ensure that Voluntary Funds are administered to EFA standards.
12. To ensure that the School reviews safety risks and provides a safe physical environment, carrying out termly site visits on sample areas and monitoring the feedback on findings.
13. *(The Committee delegates its responsibility of reviewing and approving one-off and annual lettings to the school)*

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