Terms of reference – DBE School effectiveness committee

The DBE retains overall responsibility for the work of the Education Team in accordance with the Diocesan Boards of Education Measure 1991.

**Membership:**

* Members of the DBE – (no less than 3, no more than 7) the committee will be considered quorate when half of its members, including co-opted members, are present.
* Co-optees may be appointed from outside of the DBE if specific skills/expertise are required – such co-optees will have voting rights and shall always be in the minority

**Attendees:**

* Director of Education
* Appropriate officers of the DBE
* DBE officer to clerk

The School Effectiveness Committee is responsible to the DBE for ensuring that the performance of CE schools is monitored and supported effectively by the Education Team and interventions are timely and effective. They are answerable to the DBE but have been given delegated powers to assist officers in the running of the education team and the statutory duties of the DBE.

The key responsibilities of the committee are:

1. Support and challenge for Christian distinctiveness of schools
2. Support and challenge for educational performance and governance of schools
3. Section 48 inspections (SIAMS)
4. Review of the Schools Risk register
5. **Support and Challenge for Christian distinctiveness of schools**
* To oversee and promote the distinctiveness of the Christian vision and ethos in church schools
* To monitor Religious Education, Collective Worship, spirituality and foundation governance in schools through SIAMS reports and the work of the diocesan schools and governance advisers/officers
* To receive Section 48 SIAMS reports and check that the school is able to address the identified actions
* To monitor the provision of advice, consultancy and training provided by officers and consultants to schools and partners
* To oversee traded services including SACRE, external consultancy, training courses and conferences
* To support chaplains, staff and students in further and higher education
* To support in the writing of bids and grants
1. **Support and challenge for Educational performance of schools**
* To receive and monitor school performance through Ofsted reports and performance data and check that the school is able to address the identified actions
* To provide information and proposals to the DBE/partners in respect of concerns which exist at particular schools
1. **Section 48 inspections (SIAMS)**
* To support and monitor diocesan responsibilities for the Section 48 inspection of church schools
1. **Review the Schools Risk register**
* To receive an annual health check of diocesan schools including Christian distinctiveness, educational outcomes, inspection judgements, leadership and quality of governance
* To maintain a register of key school information and performance data in order to manage risk and plan effectively
* As far as possible, to ensure all Church schools/academies are fully compliant with Safeguarding and Child Protection practice and procedures in line with national guidance, designated lead staff are fully trained in their responsibilities and all school staff are aware of their individual responsibilities

Sub-committees or working groups may be set up as needed to address particular issues on a short or longer term basis. These will report, or make recommendations to, the DBE.

The group will deal with routine and important business that cannot be delayed for DBE consideration and have the delegated power to make decisions in these matters.

The group will support the executive function of the Director and team.

The group will provide DBE with a full report of meetings and decisions (the minutes).

The group is accountable to the DBE which in turn is responsible to the Diocesan Synod.

Frequency of meetings - no less than three per year.