



Sapere Aude

# **Terms of Reference**

## **Student Experience Committee**

September 2025

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## 0. Document Control

The table below contains the changes made between the different final editions of this document set for approval. This is to help provide information to those reviewing and approving the document of the changes being made.

Document Control Table	
<b>Title</b>	<b>Terms of Reference Student Experience Committee</b>
<b>Version N°</b>	2
<b>Statutory</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Required on Website</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
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<b>Review Frequency</b>	<b>Trust board</b> annual <input checked="" type="checkbox"/>
<b>Review Due by Board</b>	Michaelmas 2026

History			
V	Date	Author Code	Revision Summary
2	Sept 2025	MLM	Updated to align with revised Academy Trust Handbook 2025 and the publication of the Academy Trust Governance Guide (March 2025). 26.09.25 Additional items included following action from full board meeting on 25.09.25: Attendance, Careers, Admission responsibilities and key HR concerns.

A review date is not a sunset clause. The document remains in place until such time as it has been reviewed or superseded by updated relevant statutory guidance.

## 1. Purpose

The Student Experience Committee provides assurance to the Board on pupil outcomes, inclusion and equality, curriculum, safeguarding, SEND, admissions, and pupil welfare. It ensures that education and student experience are consistent with the Trust's Christian ethos and diocesan requirements.

## 2. Authority

Delegated by the Board under Articles 101-104. The Committee may seek external advice and invite non-trustees to attend, but a majority of members must be trustees.

## 3. Membership

- At least three trustees, with relevant educational expertise where possible, including the Principal and the Finance Director.
- Chair appointed by the Board.
- Vice chair appointed by the Committee

## 4. Meetings

- At least once per term.
- Quorum: three trustees.
- The Principal, as Accounting Officer (AO), and Finance Director (FD) should attend to provide information and participate in discussions.
- The Committee may invite other staff or advisers, with relevant expertise, to attend to provide information, assist it with any context or issue(s) it wishes to discuss.
- It may ask those conflicted, or non-trustees to withdraw.
- Non-trustees have no voting powers and may be asked to withdraw during a meeting.

## 5. Responsibilities

- Adhere to academy regulation within the [Academy Trust Handbook](#) and the [Academy Trust Governance Guide](#).

### Christian Distinctiveness

- Ensure education and curriculum decisions uphold the Trust's Christian character and diocesan obligations.

### A. Educational Performance

- Monitor pupil outcomes across all key stages, including attainment and progress.
- Scrutinise performance data, including for disadvantaged pupils, pupils with SEND, and other vulnerable groups.
- Review the effectiveness of curriculum delivery and alignment with the trust's vision and statutory requirements.

### B. Attendance

- Monitor pupil attendance data.
- Review the Attendance Policy and monitor its effectiveness.

### C. Inclusion and SEND

- Monitor the trust's approach to inclusion, ensuring all pupils have access to high-quality education.

- Review the provision and outcomes for pupils with Special Educational Needs and Disabilities (SEND).
- Ensure compliance with the SEND Code of Practice and statutory duties.

#### D. Equality and Diversity

- Monitor the implementation of the trust's Equality Objectives.
- Ensure the trust meets its obligations under the Public Sector Equality Duty (PSED), including eliminating discrimination, advancing equality of opportunity, and fostering good relations.
- Review data and reports on pupil and staff diversity and challenge any disparities in outcomes or access.

#### E. Safeguarding and Wellbeing

- Receive regular updates on safeguarding arrangements and incidents from the DSL.
- Monitor the effectiveness of pastoral support and pupil wellbeing strategies.
- Ensure safeguarding policies are up to date and compliant with statutory guidance.

#### F. Careers

- Monitor the provision of careers education and receive termly reports from the careers link trustee.
- Ensure careers policies are up to date and compliant with statutory guidance

#### G. Admissions

- Review the annual Admissions Policy and associated arrangements, including the Published Admissions Numbers, for recommendation to the full board.
- Ensure the Academy's admission processes comply with the School Admission Code and statutory guidance (such as the SEND Code of Practice) and Christian ethos of the Trust.
- Act as the delegated admissions committee responsible for reviewing and determining applications under oversubscription criteria.

#### H. HR concerns

- Receive termly updates from the Academy on key staffing concerns and HR issues.

#### I. Strategic Oversight

- Provide assurance to the Board on the quality of education across in the academy.
- Review the academy development plan and monitor progress against key priorities.
- Support the development of a trust-wide culture of high expectations and continuous improvement.

## 6. Reporting and Evaluation

- Provide assurance reports to the Board after each meeting.
- Escalate any significant concerns or risks to the Board promptly
- Review effectiveness annually

## 7. Review

The terms of reference will be reviewed annually and approved by the Board.