

**HULL TRINITY HOUSE
ACADEMY ADVISORY BODY**

COMMITTEE STRUCTURE

Finance and Resources Committee

Membership:

Mr Rymer (AAB Finance Lead and Chair of the Committee)
Mr Moffatt (Principal)
Mr Smith
Captain Watts
Mr Willett

To be in attendance:

Mrs Lofts (Academy Finance Officer)
Mr Pitchfork (Delta Finance Manager)
Ms Wright (Delta HR Adviser)

Terms of Reference

- To consider the Academy's indicative funding, notified annually by Delta, and to assess its implications for the Academy, in consultation with the Principal, in advance of the financial year, drawing any matters of significance or concern to the attention of AAB.
- To receive and make recommendations to the AAB on the broad budget headings and areas of expenditure to be adopted each year, including the level and use of any contingency fund or balances, ensuring the compatibility of all such proposals with the development priorities set out in the development plan.
- To monitor and review expenditure on a regular basis and ensure compliance with the overall financial plan for the Academy.
- To monitor and review and ensure compliance with the financial regulations of Delta and the ESFA, drawing any matters of concern to the attention of the AAB.
- To monitor and review procedures for ensuring the effective implementation and operation of financial procedures, on a regular basis, including the implementation of bank account arrangements and, where appropriate to make recommendations for improvement.
- The Chair of the Finance and Resources Committee should also note the Financial Regulations Manual.
- To receive staffing reports prepared by the Principal, on at least a termly basis, and consider the impact on Teaching and Learning and on the delivery of Academy Development Plan priorities.
- To receive reports prepared by the Principal in respect of the leadership pay spine and the contributions made by the Academy Leadership Team towards the delivery of the Academy Development Plan priorities.
- To receive reports prepared by the Principal in respect of increments and consider the impact on Teaching and Learning at the Academy.

- To monitor the implementation of all relevant Internal and External Audit recommendations.

Curriculum Committee (incorporating admissions)

Membership:

Mr Moffatt (Principal)
 Captain Mitchell
 Captain Robinson (Chair of the Committee)
 Mr Rymer (Vice Chair of the Committee)
 Mr Sherwood
 Mr Smith
 Mrs Timson
 Mrs Waterman
 Ms Whitton

Terms of reference

Curriculum

- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the AAB the:
 - Self-evaluation form
 - Academy Improvement Plan
 - Targets for academy improvement
- To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups
- To and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.
- To monitor and evaluate the effectiveness of leadership and management
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement
- To monitor and evaluate the impact of continuing professional development on improving staff performance
- To monitor and evaluate provision for all groups of vulnerable children (e.g. looked after children) and ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and receive termly reports from the headteacher/SENCO and an annual report from the SEN governor.
- To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.
- To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement advisers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.
- To ensure that all children have equal opportunities.
- To advise the AAB on the relative funding priorities necessary to deliver the curriculum.
- To identify and celebrate pupil achievements
- To oversee arrangements for educational visits and to receive notification each term of all such visits

Admissions (incorporated within the terms of reference of the Curriculum Committee)

- By September of each year, to review the Admissions Policy for the September of two years following against the existing policy and any changes in other local policies, to ensure it complies with current national guidelines and to advise the AAB whether to change or retain the existing policy.
- If a change is agreed by the AAB and endorsed by the Delta BoD, oversee the arrangements for consultation and final approval by the AAB.
- Oversee the procedure for the granting of places and agree the priority listings in accordance with the agreed policy before places are offered.
- Ensure that proper arrangements, including an academy statement of case, are in place for independent review of any appeals made against the refusal to grant a place at the Academy.

Student Welfare and Inclusion Panel

Membership:

Up to three members not employed at the Academy and either the Chair or Vice Chair of the full AAB.

Terms of Reference

- To review routinely all fixed term exclusions of over fifteen days.
- To review, if asked to do so by the parents/carer of the child in question, all fixed-term exclusions.
- Where a student's behaviour is leading towards the possibility of serious incident and/or permanent exclusion, to form a welfare panel to discuss with the student, where appropriate, their parents/carers and relevant staff methods to try to resolve the situation.
- To consider in the light of experience any changes necessary to the student behaviour policy with the Principal and report to the full AAB.

Student Exclusion Panel

Membership:

Up to three members not employed at the Academy and not previously involved in actions of the Student Welfare and Inclusion Panel. Members must have completed training on Exclusions.

Terms of Reference

To consider the reinstatement of any excluded pupil in accordance with statutory guidelines and requirements.