

Excellence in Schools Group

Terms of Reference

Purpose of Excellence in Schools Group

Driven by a moral purpose and commitment to work in partnership, the Board will:

- Contribute to the achievement of the Learning City vision and ambition to create an inclusive, enterprising and sustainable world class city;
- Form part of the strategic approach to achieve collective responsibility for learning and skills in the city;
- Provide coherence for a school-led system of improvement and development;
- Enable a collective response to identified city-wide priorities and opportunities;
- Represent all phases in the school-led system (0-16).

Role of Excellence in Schools Group

The Excellence in Schools Group will work on behalf of all school leaders, representing the school system rather than individual institutions, to:

- Contribute to a developing culture of system-wide responsibility for improvement in education outcomes across the city
- Energise and inspire school leaders to achieve collective success
- Engage with school leaders to develop confidence in the school-led system
- Plan collectively to maximise the use of resources and increase opportunities through partnership work
- Use comprehensive and agreed evidenced based analysis/evaluation to drive decision making
- Collaborate to raise achievement outcomes, which narrow and ultimately close the gap, particularly for the most vulnerable
- Commission innovative activity and research, to increase achievement and participation in the school system
- Coordinate bids and applications to a range of funding bodies
- Identify resources and sources of improvement expertise locally, regionally and nationally to support individual providers
- Identify and share successful practice locally, regionally, nationally and internationally to support improvement
- Broker and support conversations with and between partners
- Lead and inform regional and national policy developments, based on successful practice and operation locally.

Decision Making and Delegation

The Group will be accountable to the Learning City Partnership Board.

The Group will agree priorities for action and commission or broker activity to address identified city-wide challenges in the school system; monitoring and assessing the impact. The Group will take ownership of decision making for the work which they are leading, keeping the Education Challenge Group and Learning City Partnership Board updated through regular reports.

The quorum for a meeting of the Group will be a third of the membership.

Working with others

Excellence in Schools Group members will use their involvement in other forums to ensure greater coordination and coherence of the school-led system across the city.

The Group will provide a single point of contact, in relation to city-wide issues with the Regional Schools Commissioner.

The Group will be responsive to and supportive of education leaders in the school system.

Membership Structure

A membership structure for the first two years is set out on the page below, taking into consideration the following:

- Representation from all school phases, including early years
- Effective operation and decision making
- Collective responsibility and individual accountability
- Anticipated change in governance arrangements
- Credibility.

Membership Category	Requirements	Number	Name of Representative
Headteacher of a Designated Teaching School	By agreement with Teaching School Alliances	1	Neil Blundell
Primary Headteachers Association	Chair and two Executive Board Members representing three areas	3	Laurence Pitt Sarah Allen Jack Lacey
Secondary Headteachers Association	Chair	1	Sarah Baker
Specialist Sector Partnership	Chair	1	Jim Bowyer
Early Years Partnership	Chair/network representative	1	Lucy Driver
Leaders of Multi-Academy Trusts	System leaders from the three areas of the city plus one national provider	4	Matt Butler Mark Davies Mandy Milsom Stephen Luke
National Leader of Governance (NLG)	A NLG or chair of governors in a school judged by Ofsted to have outstanding governance	1	TBC – autumn term
Church of England Diocese	Director of Education or nominated school leader	1	Elisabeth Gilpin
Catholic Diocese	Director of Education or nominated school leader	1	Colleen Collett
Local Authority Service Director	Education and Skills	1	Paul Jacobs
Director Children's Services	As Chair	1	John Readman
Maximum no.		16	

NB: All representatives must have been a leader of a good or outstanding school and have experience of supporting school improvement outside their own school or MAT

Tenure of Membership

Two years, to be reviewed after one year.

Frequency of Meetings

The Group will meet on six occasions each year; once per term.

Substitution of Meetings

Substitution will be by exception only.

Attendance by Non-Members

Invitations may be extended to non-members, where their input or advice supports the discussion taking place at the meeting.

Declaration of Interest and Confidentiality

Group members should declare any items under discussion which are of direct personal or professional interest.

At times the Group will consider sensitive and/or confidential items, which shall remain so until agreed otherwise.

Communication and Sharing Information

Information about the role of the Group, its work and impact will be made available to all school leaders through regular communication; this will include communication from the Local Authority, phase associations and via local networks.

Review

The Group will keep the purpose of its work, priorities for action and governance structure under regular review.

November 2016