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Governing board of Alcester Academy

Quality of Education / HR Sub Committee 2026-2027

Purpose

To take a strategic role in ensuring that the school:

- continuously provides high-quality teaching and learning which meets the standards set by DfE, Ofqual, Ofsted and Teachers' Standards which leads to the highest possible levels of attainment and progress for all pupils.
- supports best HR practice and complies with legal requirements in the recruitment, deployment, retention, reward and development of all staff employed at the school.

Terms of Reference

Quality of Education:

- To advise and keep under review and report on a strategy which will enable the full governing body to understand how the whole school is improving against the OFSTED framework, namely Quality of Teaching, Learning & Assessment and Outcomes for Pupils.
- To advise on the content, monitor and report progress on aspects of the School Development Plan/Academy Improvement Plan relating to quality of learning
- To carry out the governing body's responsibilities in relation to target setting, progress and attainment, including monitoring student progress and attainment against set targets.
- To ensure the academy delivers a broad and balanced curriculum as outlined by the DfE in response to the needs of all learners.
- To carry out the Governors' responsibilities in relation to students with additional needs; to include SEND (Special Educational Needs and Disabilities) and provision for most able students.

Human Resources:

- To prepare and keep under review the HR aspects of the School Improvement Plan including identifying and agreeing key areas, as agreed with the Headteacher
- To review and monitor the staffing structure and, where appropriate, work with the Headteacher, Chair of Governors and the Committee Chairs to agree any proposed changes to the structure.
- Keep under review and advise on the implementation of any agreed structural changes, staff development activity including CPD for all teaching staff, appraisal cycle including any emerging performance issues which may or may lead to the application of the Capability policy
- Monitor application of the teacher's Pay Policy, as a result of outcomes from Appraisal. Liaise with Chair of Finance Committee and advise Governing Body on financial impact.

Overarching:

- To make recommendations to the full governing body on policies relating to all the policies at **section** below concerned with the Quality of Education and Human Resources

Membership: Governors: Martin Brown (Chair), Carole Hodgetts, Rob Jones, AMy Butler

Present: Nick Cooke

Clerk: Stephanie Hall

Quorum: Three governors.

Meetings: The committee will meet at least three times a year. Minutes of the committee's meetings will be shared with the board and made available to the public.

Policies and compliance: The committee will review and ratify:

1. Access Arrangements 2. Admissions Policy 3. Appraisal 4. BTEC Internal Verification 5. Capability 6. Careers 7. Complaints 8. Curriculum 9. Data Protection (Exams) 10. Disability Policy (Exams) 11. Distance Learning Strategy 12. Equal Opportunities 13. Equality 14. Examinations 15. Exams Archiving 16. Feedback & Marking 17. Homework 18. Lesson Observation 19. Literacy 20. Managing Absence 21. Most Able 22. Non-examination Assessment 23. Numeracy	24. NQT Induction 25. Presentation of Students' Work 26. Safer Recruitment 27. SEND (also reviewed by B&A sub-com) 28. Social Media for Parents 29. SMSC 30. Special Consideration 31. Staff Training & Development 32. Teaching & Learning 33. Whistleblowing 34. Word Processor Policy (Exams) 35. Adverse Weather School Evacuation Procedure 36. Appeals against internal assessment decisions (Exams) 37. Catch up funding 38. (Staff) Code of Conduct 39. (Staff) Code of Conduct (Executive Summary) 40. Complaints and appeals procedure (Exams) 41. Contingency plan (Exams) 42. Disciplinary Procedure 43. Grievance Procedure 44. ICT Acceptable Use – Pupils 45. ICT Acceptable Use – Staff 46. Privacy Notice – Pupils 47. Privacy Notice - Staff 48. Privacy Notice – Parents/Carers 49. Privacy Notice – Members/Trustees/Governors 50. Pupil Premium Statement 51. SEND
Approved by the governing board: 03.09.2026	

Adopted by the Qu of Ed committee: 03.09.2026	Next review date: September 2027
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