

Education Board Terms of Reference

Principles:

- Discharge statutory functions of "Schools Forum" (SF)
- Single, overarching consultation and engagement body
- Membership elected from constituent groups/stakeholders
- Non-political, not part of Southend Borough Council formal constitution
- Engagement of key professionals in consultation, development and review of education policy, performance and strategy

Remit:

- Retain current "Schools Forum" specific statutory decisions
- Advise/recommend to Council on education matters
- Monitor agreed education priorities, performance, plans, resourcing and outcomes
- Commission support where required
- Consultation on policy and strategy

Generic remit for each sub group

- To devise, subject to the agreement of the Board a medium/long term work plan within the specified area;
- To both receive from and escalate to the Board;
- To undertake detailed operational scrutiny and reporting required by the Board;
- To undertake further work commissioned by the Board, including potential task and finish groups;
- To monitor the performance outcome measures determined by Board in their area of specialism;
- To ensure clear linkage across sub group agendas and chairs;
- To actively engage with their constituent bodies;
- To ensure effective coordination of message and action from affiliated groups.

School Performance Sub Group

- To advise Council/Cabinet and subsequently own a school performance strategy for Southend
- To implement the strategy, alongside the Regional Commissioner, in order to improve education performance in all schools and setting
- To work with schools and settings to periodically collect and analyse performance data. (Subject to data sharing protocol and agreement on high level data dashboard KPIs)
- To advise Council/Cabinet on the appropriateness of future priorities, targets and measures used to determine progress;
- To commission appropriate support where required both generic core programmes and specific targeted interventions, where required phase specific;
- To commission as and when appropriate relevant research on targeted School Improvement initiatives;

- To be accountable to the Board for the effectiveness of commissioning work, budget and due process;
- To ensure effective impact and value for money for school improvement commissioned function.

Vulnerable Children's Sub Group

- To oversee the implementation of the over-arching three year strategy for SEND in Southend;
- To ensure the consideration of 0-25 on relevant issues;
- To examine ways in which the Council and its partners can ensure that all children (including those who are vulnerable) have access to high quality education provision;
- To recommend ways in which the Council and its partners can celebrate diversity and ensure that we are inclusive and supportive to all children;
- To review how information is shared between early years providers, primary and secondary schools to achieve good quality transitions for vulnerable children and their families;
- To explore how vulnerable children can be identified earlier in the education system so that they have access to the support that they need and prevent problems escalating;
- To develop a constructive dialogue between council departments, the voluntary sector and partner organisation across Children's Services to streamline processes and join up services for children and their families;
- To review, evaluate and monitor the effective delivery of the Children Looked After and Care Leaver's Strategy, SEND Reforms, Early Help, SEND Strategy, relevant sections of the CYPP and the Quality Improvement Plan (QIP), - ensuring that the links are made and that they make a difference to outcomes for children;
- To maintain a strategic overview of national and local developments, initiatives, plans and policies that impact on services for vulnerable children.

Resources

- To discuss revenue funding, people management policies, services provided to schools through SLAs, procurement of major contracts affecting schools, policy and other service development proposals affecting schools in relation to the functions of the Council, to inform decision-making by the Education Board on matters within the constitution of the statutory Schools Forum, and improvements to services provided to schools.