

## **BARNSELY ALLIANCE FOR SCHOOLS BOARD**

### **DRAFT TERMS OF REFERENCE AND MEMBERSHIP (2019/20)**

#### **Introduction And Purpose**

The Barnsley Alliance for Schools and its Board is the strategic partnership body composed of the Local Authority and its education partners. It will be accountable to the Borough Children and Young People's Trust Executive Group for progressing and achieving one of the strategic objectives of the Barnsley Children and Young People's Plan for which the Alliance is responsible. This is to develop a strategy for improving the education, achievement and employability of all children and young people in the Borough through driving inclusion, promoting social mobility and, ultimately enhancing social capital in the Borough.

#### **Aims And Objectives Of The Barnsley Alliance Board**

1. To provide strategic leadership to the Alliance's operational work in securing improvements in the performance of schools', pupil progress and the quality of teaching and learning standards.
2. To develop and maintain a whole-systems approach for improving the experience of pupils from disadvantaged groups, notably children with special educational needs and children in the care of the Local Authority, together with care leavers, by ensuring improvements in their attainment and their potential, based on good practice, including the commissioning of places.
3. To ensure the development of opportunities to engage children and young people in helping inform and co-produce policies, plans and strategies.
4. To ensure the development of a coherent performance management and risk assessment framework aimed at holding to account schools and other forms of education provision, based on a constructive challenge approach.
5. To approve the work programme for the Alliance Board's Executive Group in its role of overseeing the progress and achievement of the Alliance's School Improvement and Inclusion Strategy (*please see Appendix 1*)

#### **Membership**

The Alliance Board will be composed of the following representatives:

- Service Director (Education, Early Start and Prevention)
- Head of Service (Barnsley Alliance)
- Head Teacher Representative (Secondary Phase)
- Head Teacher Representative (Primary Phase)
- Head Teacher Representative (Academies Sector)
- Head Teacher Representative (Special and Alternative Provision)

- Representative from the Barnsley Governors' Association
- School Representatives from the following locality areas:

CARM, Cudworth, Darfield and Wombwell, Darton, Hoyland, Penistone, The Dearne, Town Centre, Worsborough and Stairfoot.

- The Chairs of the Barnsley Alliance's Executive Group and Two Sub-Groups ('Quality of Education' and 'Leadership' Sub-Groups)

### **Role And Responsibilities Of Members Of The Board**

Individual members of the Barnsley Alliance Board will undertake to:

1. Ensure that the Board adds value and has a positive influence upon school improvement activity and the achievement and potential of pupils in the Borough.
2. Be sufficiently briefed and able to provide an authoritative view on behalf of their organisation and/or sector as part of his/her contribution to discussions
3. Through effective communication and dissemination, to ensure the objectives, priorities and values expressed in the Barnsley Alliance's Strategy are championed and adopted by their school or organisation and that the policies and plans of their school or organisation are consistent with the Strategy.
4. Be held to account for the effective implementation within their school or organisation of the Alliance's objectives and priorities.
5. Adopt, on behalf of their school or organisation, any information and data sharing protocols agreed by the Alliance Board.
6. Not disclose any matters considered by the Chair of the Alliance Board to be confidential to the Board.
7. Voluntarily declare any personal or conflict of interest relating to the work of the Alliance Board, whether pecuniary or otherwise.

### **Principles Of Working**

The Barnsley Alliance Board will:

- Adopt the principles of equality and fair treatment so as not to unlawfully or inadvertently discriminate against individuals or groups of individuals on the grounds of race, religion, ethnic origin, gender, sexuality or disability, as part of promoting diversity and inclusion.
- Ensure they comply with standards relating to information, security, information governance and data protection

### **Governance**

The Chair of the Alliance Board will be appointed following an election from among Board members. The Chair will serve for a two year period and an election and appointment will take place at the first ordinary meeting of the academic year, or as necessary. A Chair may serve for more than one term.

The Alliance Board will meet at least four times during the academic year to discharge its business. The agenda and accompanying papers for its meetings will be distributed to members at least 3 working days prior to the date of a meeting. A formal record of each meeting of the Board will be completed and signed by the Chair.

## **Appendices To Terms Of Reference**

The terms of reference of the Board's Executive Group and its operational sub-groups are attached as follows:

Appendix 1: Terms of Reference of the Barnsley Alliance Executive Group

Appendix 2: Terms of Reference of the Leadership and Special Educational Needs and Disabilities Operational Sub-Group

Appendix 3: Terms of Reference of the Narrowing The Gap And Achievement Sub-Group

## Appendix 1

### Barnsley Alliance For Schools

#### Terms of Reference of the Alliance Executive Group

##### **Introduction**

The purpose of the Barnsley Alliance Executive Group (BAEG) is to maintain executive oversight for achieving the strategic objectives and operational priorities of the Alliance Board's Strategy for School Improvement and Inclusion. It will maintain such oversight through an agreed work programme to be approved by the Alliance Board.

##### **Summary Of The Role And Responsibilities Of The Barnsley Alliance Executive Group**

1. The BAEG will be responsible to the Alliance Board for ensuring progress takes place towards achieving the strategic objectives and operational priorities of the Alliance's Strategy for School Improvement and Inclusion.
2. The BAEG will be responsible for all key decisions relating to the commissioning and procurement of the range of education services for children and young people in the Borough.

##### **Membership Of The Group**

Membership of the BAEG will be composed of the following representatives:

###### Local Authority Representatives

- Service Director (Education, Early Start and Prevention)
- Head of the Barnsley Schools Alliance
- Barnsley Alliance Service Manager
- School Evaluation Officers and Secondary Phase Advisor (*on an 'as and when required' basis*)

###### Schools Representatives

- The Chairs of the 2 Operational Sub-Groups of the Alliance Board, namely the 'Leadership and SEN(D)' and 'Narrowing The Gap And Achievement' Sub-Groups.

All members of the BAEG will nominate a designated substitute at senior level within their Service who will attend in the member's absence.

##### **Role And Responsibilities Of Individual Members**

Individual members of the BAEG will undertake to:

1. Adopt within their service, school or sector, the strategic objectives, operational priorities and values of the Alliance's Strategy for School Improvement and Inclusion
2. Commit to a whole-systems and place-based approach to improving educational outcomes for children and young people, including via the aligning of resources, particularly for commissioning purposes.

3. Establish short-term or time-limited task and finish groups in order to conduct fundamental reviews or 'deep-dive' investigations of matters pertinent to its terms of reference.
4. Declare any personal interests or conflict of interests, pecuniary or otherwise, concerning the work of the BAEG.

### **Role Of The Chair**

The Chair will be elected by other members of the BAEG and appointed on an annual basis. His/her role will be as follows:

- To resolve any inter-agency or inter-service barriers to achieving the overall vision, strategic objectives and operational priorities of the Alliance's Strategy for School Improvement and Inclusion.
- Ensure meetings of the BAEG take place in an orderly fashion in accordance with principles of fairness and mutual respect.
- To ensure the clearance and submission of reports by the BAEG to the Alliance Board and partner organisations or services, as appropriate.

### **Governance Arrangements**

Meetings of the BAEG will be held in private and take place every six weeks with the agenda, together with accompanying reports will be distributed to members at least 3 working days prior to the meeting. Any individual member may suggest an issue for inclusion on the agenda.

These terms of reference will be reviewed on an annual basis or when required.

## Appendix 2

### Barnsley Alliance For Schools

#### Terms of Reference of the Leadership Sub-Group

##### **Purpose of the Sub-Group**

To support the Alliance Board in enhancing school leadership capacity at all levels in order to help pupils achieve better than expected progress and be better placed to achieve their potential.

##### **Role and Responsibilities of the Sub-Group**

1. To review and evaluate inspection outcomes for schools and academies with a view to identifying the appropriate nature of support to be provided to schools and academies which are coasting or whose performance outlook places them at risk of intervention.
2. With the Alliance Board's endorsement, to identify and disseminate evidence based or applied best practice within local schools and academies as part of a peer-led approach to school improvement.
3. To be responsible for the day to day expenditure of the Barnsley Alliance for Schools and to help identify any continuing or emerging financial risks within schools that could impact upon pupil progress.
4. To evaluate leadership needs in schools and recommend remedial action, leading to improved assessment outcomes and improved pupil progress.
5. Via the creation of a fit for purpose performance and risk management framework, together with the regular analysis of performance data, to identify and embed evidence-based and applied good practice as part of enhancing leadership capacity within schools.
6. To provide effective support to the progress and achievement of the strategic objectives and operational priorities of the Borough's multi-agency School Placement and Sufficiency Strategy for Children with SEN(D)
7. To support the effective implementation of early identification and targeted support for individual and groups of pupils in need of help

##### **Principles of Working**

- To accord with the principles of fairness, equality and inclusion. To discuss the business of the Sub-Group in an atmosphere of trust and respect and to comply with standards relating to information governance and data protection.
- Members of the Sub-Group will ensure that the objectives, priorities and values of both the School Improvement and Inclusion Strategy and Placement and Sufficiency Strategy

are adopted and promoted within their school or service as part of a multi-agency, place-based approach to supporting the needs of children and young people with SEN(D) and promoting inclusion.

### **Membership of the Sub-Group**

The membership of the Sub-Group will be composed of the following:

#### **Local Authority Representatives**

- Head of the Barnsley Alliance for Schools
- Early Years Foundation Stage Consultant
- Barnsley Alliance Service Manager

#### **Sector Representatives**

- Head teacher representatives (Primary phase)
- Head teacher representative (Secondary phase)
- Head teacher representative (Special education provision)
- Governor representatives (Primary phase and special education provision)

### **Governance**

Members of the Sub-Group will elect a Chair who will serve for an initial period of one year, however, the Chair may serve for more than one year. Meetings of the Sub-Group will convene on a half-termly basis and agendas and accompanying papers will be distributed at least 3 working days prior to each meeting. A formal record of each meeting, including actions arising, will be drafted.

## Appendix 3

### Barnsley Alliance for Schools

#### Terms of Reference of the Quality of Education Sub-Group

##### **Purpose of the Sub-Group**

The role of the Quality of Education Sub-Group will be to support schools and academies towards improving the quality of learning and teaching standards and thereby enable all pupils to achieve their potential within a setting acknowledged by Ofsted to be 'Good' or better within the education inspection framework.

Through analysing trend data within the Alliance's school performance and risk management framework, the Sub-Group will evaluate the performance of pupils by characteristics in comparison to peers and where required, identify and commission the appropriate support to schools and settings in order to close the gap in attainment as part of ensuring all pupils attend a good school or better.

##### **Role and Responsibilities of the Sub-Group**

The Sub-Group will undertake the following tasks:

1. To review the progress of schools in narrowing the gap in attainment between pupils from disadvantaged groups and peers.
2. To identify and commission the appropriate level of support or intervention in order to support schools in improving outcomes for pupils from disadvantaged groups, thereby driving inclusion and social mobility.
3. To identify and introduce evidence-based and applied best practice in order to improve schools capacity to narrow the gap in achievement.
4. To ensure schools adhere to new statutory guidance, to be introduced by 2020, on behaviour and discipline and on the practice of pupil exclusions, as part of promoting greater inclusion and greater protection potential harm. To monitor schools performance on this issue and to act as an advocate on behalf of affected children, young people and families. To act as the 'local forum' on the monitoring of exclusions and the wider impact upon communities.

##### **Membership of the Sub-Group**

Membership of the Sub-Group will be composed of the following representatives:

###### Local Authority Representation

- Service Director (Education, Early Start and Prevention)
- Head of Service (Barnsley Alliance for Schools)
- School Evaluation Officers
- Barnsley Alliance Service Manager
- Senior Early Years Foundation Stage Consultant

### Sector Representatives

- Head teachers (Primary phase)
- Head teacher (Secondary phase)
- Head teacher representatives (Barnsley Teaching Schools Allowance)

### **Principles of Working**

- The Sub-Group will operate in an atmosphere of mutual trust and respect.
- The Sub-Group will demonstrate a commitment to the principles of equality and fairness and the promotion of diversity and inclusion.
- The Sub-Group will accord with the required standards relating to information governance and data protection.

### **Governance**

The Sub-Group will elect a Chair from its membership who will serve for a one year period. The Chair may serve for more than one term. Meetings of the Sub-Group will take place at least half-termly and the agenda and accompanying papers will be distributed to members at least 3 working days prior to each meeting. A formal record, including actions arising, will be drafted following each meeting.