



## Terms of Reference for Dun Scotus Trust Groups

<b>Group Name:</b>	<b>Standards group</b>
<b>Purpose:</b>	<p>To inform the Trust Board of; key issues being addressed by individual MATs, opportunities for sharing best practice/ developing cpd and leadership across MATs in the Diocese by:</p> <ul style="list-style-type: none"> <li>monitoring progress and attainment of all pupils across MATs in the Diocese</li> <li>monitoring progress and attainment of vulnerable groups across MATs and the extent to which gaps are closing</li> <li>To monitor the impact of actions taken to address underachievement</li> <li>To monitor attendance and the impact of actions taken to increase attendance and reduce persistent absence in MATs where this has been identified as an area for development in the Inspection dashboard</li> </ul> <p>To provide an opportunity to reflect, peer evaluate and discuss key priorities and actions to raise standards and accelerate progress</p>
<b>Scope:</b>	<p><b>Strategic oversight across all MATs of:</b></p> <ul style="list-style-type: none"> <li>Attainment and progress of all pupils</li> <li>Attainment and progress of vulnerable groups of learners</li> <li>Attendance</li> <li>The quality of teaching, sharing effective practice on recruiting, retaining and developing Catholic teachers and leaders</li> <li>Sharing best practice on ensuring impact of support and CPD on raising attainment and accelerating progress</li> </ul>
<b>Authority:</b>	The group will recommend effective practice within MATs, inform MATs of effective strategies for raising attainment and accelerating progress and report issues and progress towards addressing these to the Trust Board.
<b>Membership:</b>	<p><b>Chair: Dun Scotus Director with responsibility for standards</b></p> <p><b>Chief Executive Officers or equivalent of each MAT, additional Directors of the Dun Scotus Trust as appropriate.</b></p>



<b>Meeting arrangements:</b>	Meetings to take place before Trust board meetings. 3 meetings per year.
<b>Reporting:</b>	Director of School Development to complete a review of external data for MATs from raise on line and FFT reports Any concerns shared immediately with the Trust Board
<b>Deliverables</b>	Summary report on standards and attendance for each Trust board meeting Impact of actions taken and strategies for effective support provided regularly reviewed and shared prepared by the Chair of the group after review by all members

<b>Group Name:</b>	Finance and Resources Group
<b>Purpose:</b>	To monitor that financial management of MATs within the Diocese are in accordance with the Academies Financial handbook To review issues/risk factors arising from published Audit management letter and Annual accounts To share effective practice in financial management particularly in the areas of contract consolidation and efficiency savings To monitor the upkeep of school premises/buildings and share effective strategies in accessing funding for capital bids
<b>Scope:</b>	Strategic overview of efficiency of financial management across the Trusts Review of contracts for efficiency savings Potential savings as a consequence of economy of scale across MATs in the Diocese Strategic overview of the condition of premises and sharing best practice of accessing funding and asset management
<b>Authority:</b>	The group will recommend effective practice within MATs, inform MATs of effective strategies for financial management and identify/report risk factors facing individual MATS to the Trust Board.
<b>Membership:</b>	Chair: Dun Scotus Director with responsibility for finance, chief financial officers for the MATs, Diocesan Finance Secretary
<b>Meeting arrangements:</b>	Meetings to take place before Trust board meetings. 3 meetings per year (one focused on premises, other 2 on audit reports and efficiency savings)



<b>Reporting:</b>	<p>Chair to prepare a summary report of overall strengths and areas for development from audit management letters and Trustee reports</p> <p>Accounting officers to: complete a premises strategic plan to inform meeting to be provided 7 days before the meeting via email to main@nores.gov.uk.</p> <p>Any concerns shared immediately with the trust Board</p>
<b>Deliverables</b>	<p>Summary report on finance and resources for each Trust board meeting</p> <p>Impact of actions taken and opportunities for efficiency savings regularly reviewed prepared by the Chair after review by all members</p>

<b>Group Name:</b>	<b>Catholic Life including behaviour and well being</b>
<b>Purpose:</b>	<p>To provide an opportunity for MATs to evaluate their Catholic identity and mission</p> <p>To identify opportunities for strengthening relationships with homes, parishes and between MATs</p> <p>To monitor the implementation of school behaviour and well being policies</p> <p>To review consistency in admission policies annually</p>
<b>Scope:</b>	<p>To develop the unique identity of MATs within the Diocese as providers of high quality Catholic education</p> <p>Monitor consistency of practice in relation to behaviour management and well being</p> <p>Review safeguarding practice and process</p>
<b>Authority:</b>	The committee will recommend effective practice within MATs, inform MATs of effective strategies for developing Catholic ethos, building links with parishes and developing all staff and report issues and progress towards addressing these to the Trust Board.
<b>Membership:</b>	Chair: Lead for S48 inspections across the Diocese, CEO/ equivalent, NORES RE advisers and Diocesan Chaplaincy Coordinator
<b>Meeting arrangements:</b>	Meetings to take place in before Trust board meetings. 3 meetings per year.



<b>Reporting:</b>	<b>Chair to complete a summary report of strengths and areas for development across S48 inspections Schools will publish behaviour management policies on the school website as required by the DfE. A report on similarities or differences will be provided for discussion by the schools officer for the Diocese. Trust to provide a summary evaluation 7 days in advance of the meeting via email <a href="mailto:main@nores.org.uk">main@nores.org.uk</a> Any concerns shared immediately with the Trust Board</b>
<b>Deliverables</b>	<b>Summary report on Catholic life including behaviour management for each Trust board meeting Impact of actions taken and opportunities for further development regularly reviewed prepared by the Chair after review by all members</b>