



Academy Advisory Committee

Purpose and role of the Chair

Primary and Secondary Academies

September 2026

Due for review by September 2028

Purpose

To support the Trust Board within their remit for directing the affairs of the Trust and delivering the educational outcomes for the benefit of the pupils / students and community in furtherance of the Objects of the Trust as set out in its articles of association (as may be amended from time to time).

Roles and responsibilities

- As Chair to ensure the academy advisory committee meets at least once per term
- Ensure the CEO and Trustees are aware of effective Academy Advisory Committee performance and attending the termly Chairs forum meeting with the Trust's CEO
- To familiarise themselves with the [Education Inspection Framework](#)
- Be readily available for Ofsted inspections
- Coordinate and communicate expectations and progress amongst Academy Advisory Committee members / parents / guardians / teachers

Skills and experience

- excellent interpersonal and communication skills including use of information technology (e.g. TEAMS / Zoom)
- a demonstrable respect for equality and diversity and the ability to promote equal opportunity practices with an ability to relate to, motivate and empathise with a range of people from different backgrounds.
- the ability to work independently, making decisions and using initiative to support problems.
- ability to use data and other evidence to formulate hypotheses and questions.
- setting targets, monitoring and evaluating performance and programmes
- ability to produce clear written records and reports expressing written judgements cogently and precisely
- a flexible approach and the ability to cope with change.
- ability to hold others to account for priorities and swiftly respond to changing requirements.
- ability to weigh up complex and conflicting evidence, reach robust judgements and record these.
- ability to assess the impact of evidence on likely outcomes for pupils and suggest appropriate solutions taking into account the wider context.

Termly cycle

Utilising the support of the academy governors as appropriate, the Chair should: -

- liaising with the governance support team as appropriate, agree meeting agenda items or any projects for the term and / or the academic year(s)
- liaise with and agree / assign tasks for the academy governors to perform (be those school visits, reviews or assisting with that terms assessment and review)
- assign community focussed tasks to governors which will assist with termly assessments of each academy
- receive any visit / report findings from governors and a copy of the head teacher's report
- collate any findings / appropriate actions from visits or meetings and present these to the Chief Executive Officer at the regular Academy Advisory Chairs meeting

Measurements of school success

Areas to ensure the governing body monitors / scrutinises / reviews: -

Effectiveness of leadership and management

- Sources of evidence
- Safeguarding (including the Single Central Record)
- Governance
- Use of the pupil premium (and sports premium where applicable)

Quality of teaching, learning and assessment

- Sources of evidence
- Inspecting the impact of the teaching of: -
 - literacy including reading
 - mathematics
 - science
 - a broad curriculum (humanities, arts, PE, technology, ICT etc)

Outcomes for pupils

- Sources of evidence
- Disadvantaged pupils

- 'Most able' pupils
- Lower-attaining pupils
- Pupils who have special educational needs and / or disabilities (SEND)
- Incomplete key stages
- Off-site provision

Inspecting the effectiveness (where applicable to the academy)

- of the nursery and reception early years provision: quality and standards
- of the 16 to 19 study programmes