



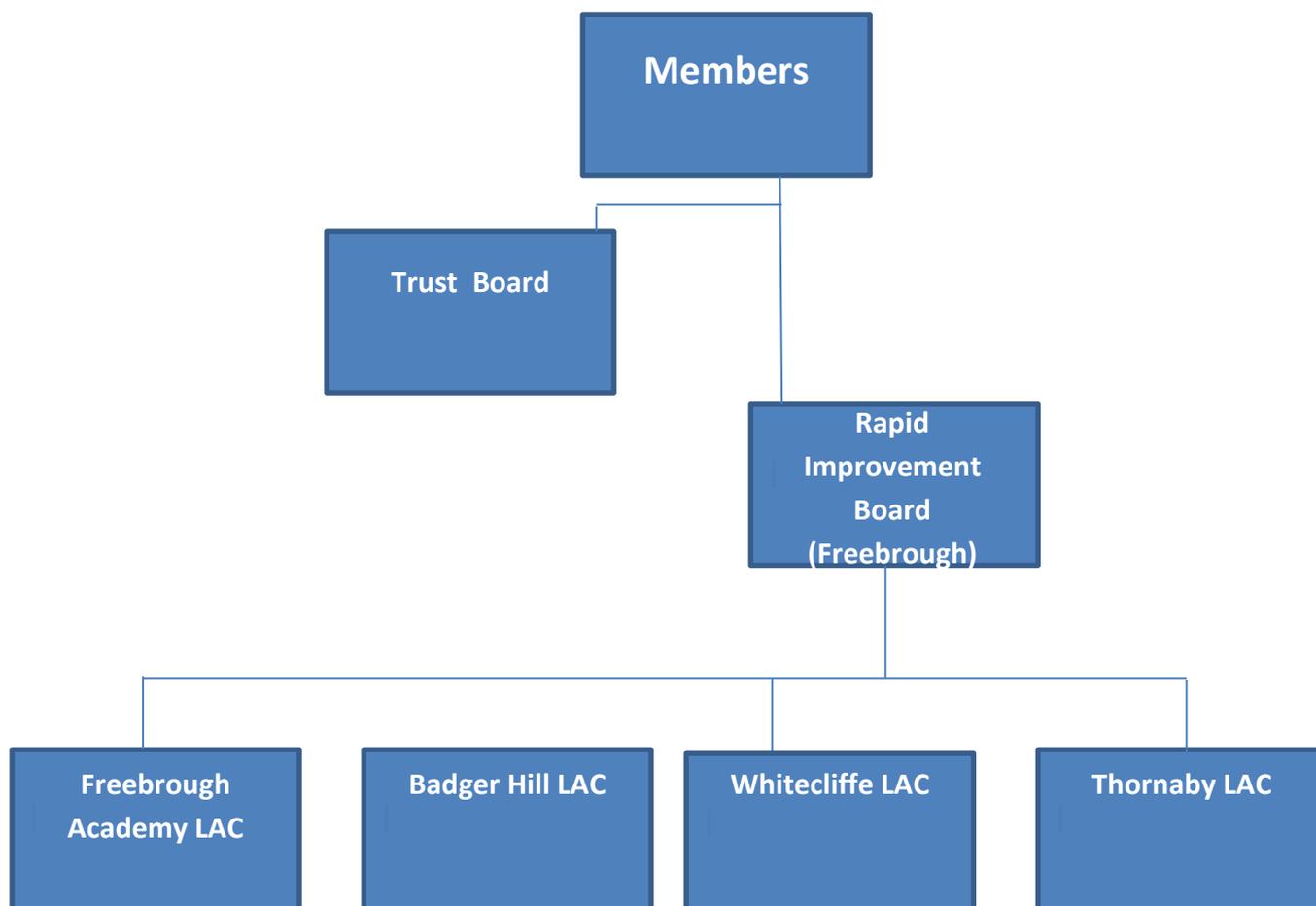
Rapid Improvement Board

Draft Terms of Reference

Approved by the Trust Board: 25 May 2018

Review date: 21 December 2018

Rapid Improvement Structure



Rapid Improvement Board (RIB) Terms of Reference

- Under the Articles of Association of Teesside Learning Trust, the Trustees may delegate to any Trustee, governor, committee, the principal or any other holder of an executive office such of their powers or functions as they consider desirable to be exercised by them.
- A Rapid Improvement Board is set up when a TLT school is deemed vulnerable and delegation is partly or wholly removed from the Local Academy Council.
- This part or whole removal of the LAC will usually follow an Ofsted inspection where leadership is deemed inadequate, or could be the result of some other circumstance such as when the LAC has been assessed by TLT as having significant weaknesses.
- The Trust Board resolved on 16 May 2018 to establish a committee of the Trust Board to be known as the “Rapid Improvement Board (RIB)”.
- The AMC will be in place for up to the 19 April 2019 when it is expected that the Academy has made accelerated progress towards the removal of the Special Measures Judgement. The

governing body will review this period of office by 19 December 2018 and, if considered necessary, can agree to extend this time period.

- The governing body will review the RIB's terms of reference every six months.

1. Purpose

a. The role of the Rapid Improvement Board is to bring about sustainable, rapid improvement in the outcomes for pupils and significantly improve the quality of educational performance and provision.

b. The Rapid Improvement Board has a significant role in evaluating the impact of the Rapid Improvement Plan on the quality of outcomes and provision.

c. To support TLT in implementing its vision to provide outstanding and sustainable leadership and provision that leads to outstanding outcomes for learners.

d. A Rapid Improvement Board is set up when a TLT academy is deemed vulnerable and delegation is partly or wholly removed from the Local Academy Council.

e. This part or whole removal of the LAC will usually follow an Ofsted inspection where leadership is deemed inadequate, or could be the result of some other circumstance such as when the LAC has been assessed by TLT as having significant weaknesses.

2. Responsibility and accountability

The RIB is accountable to the Board of Trustees.

The RIB's delegated responsibilities will be set by the Board of Trustees through the Chief Executive according to the needs of the academy, but centre mainly around academy improvement, financial probity, safeguarding, performance management and monitoring legal compliance. All other responsibilities will be completed by the Central Team or other appropriate agencies.

RIB Responsibilities

a. To support TLT in implementing its vision to provide outstanding and sustainable leadership and provision that leads to outstanding outcomes for learners.

b. To receive, scrutinise and challenge regular reports on the progress of the Rapid Improvement Plan and updates on pupil outcomes.

c. To evaluate the safety, the quality of provision and outcomes for students attending alternative provision

d. Evaluate the impact of specific actions in the Rapid Improvement Plan and statement of action, and its progress towards securing positive inspection outcomes.

e. Secure essential services and resources to support further essential tasks to ensure rapid improvement at the academy, within the context of the budget.

f. Provide regular reports and be directly accountable to the Board of Trustees.

g. To bring about sustainable, rapid improvement in the outcomes for pupils and significantly improve the quality of educational performance

h. To strengthen and secure governance of the academy by recommending potential members and trustees who have substantial experience of working effectively with schools in challenging

circumstances and who possess the appropriate skill-sets to hold the school leaders to account with rigour

i. With regards to teaching and learning:

- ensure school leaders raise teachers' expectations of how hard pupils should work, what is good learning behaviour and compare how well they are doing with outcomes achieved by other pupils of the same age and starting points;
- ensure school leaders put in place effective support and challenge to improve the quality of teaching in particular to ensure that the learning needs of all pupils are both recognised and met through appropriately differentiated teaching and learning;
- ensure that planning, particularly at KS3, addresses more specifically the areas of improvement raised by Ofsted in their report of 17/18 April 2018

3. Membership

a. Membership of the RIB is set and selected wholly by the Board of Trustees.

b. The appointment and dismissal of the Chair and other RIB members will be approved by the Board of Trustees of Teesside Learning Trust

c. The membership of the RIB will be:

- an external Chair
- the chair of the LAC (if the LAC has not been removed)
- the CEO (ex officio)
- two other trustees, at least one of whom is a member of the standards committee

d. Members of the RIB will be key evaluators of progress. To support them to be effective in this role they will each be nominated to take the lead on one of the strands for improvement.

e. All RIB members will have the skills and experience to hold the Trust Board, Headteacher and Senior Leadership Team members to account.

f. The RIB will devise an appropriate mechanism to canvas local and stakeholder opinion.

g. There will be a nominated governor on the LAC (if retained) for Safeguarding, SEND and with responsibility for monitoring Pupil Premium.

h. The RIB will be supported by the Clerk, whose appointment will be approved by the CEO; they will attend and service all meetings.

i. The Chair may invite members of staff or external 'experts' to attend for parts of a meeting to talk about specified topics or answer questions on reports sent to the RIB.

j. Members unable to attend will be expected to give apologies and submit a verbal update on any relevant issues to the Chair in advance of the meeting.

4. Quorums

Three of the members of the overall group will constitute a quorum at least one of whom must be a Trustee.

6. Meeting arrangements

- a. The RIB will meet monthly, but more often if required.
- b. The times of meetings will be confirmed in advance when the annual calendar is agreed.
- c. Declarations of interest must be collated by the Clerk.

7. Reporting arrangements

- a. The Clerk will circulate the agenda and relevant papers at least one week before the meeting.
- b. The Clerk will record attendance at meetings, issues discussed and all agreed actions and recommendations.
- c. The draft minutes of the RIB meeting will be circulated to the RIB in draft within one week of the meeting. Final minutes will be available at the next meeting for approval. Actionable plans must be circulated at least two days after the meeting in order to ensure a rapid response.
- d. Copies of the approved minutes will be sent to the Board of Members of TLT, the Trust Board, the RSC and the Lead HMI allocated to the academy
- e. In the absence of the Clerk, the Chair will nominate a replacement Clerk for that meeting.