Education and Outreach Committee

Terms of Reference 2026-27

Our Vision

Achieving More Together

Our Mission

Working together passionately to achieve the best outcomes for children and young people within our specialist SEND and AP settings

Reviewed by:	Governance Professional; DoE; Chair of E&O committee
Review date:	June 2026
Ratified by:	Board of Trustees
Ratification Date:	02/07/2026
Review Frequency: *Annual, Bi-Annual* (Subject to Academy Trust or national policy change)	Annual
Related policies / documents:	ET Scheme of Delegation
Review Date:	June 2027

Provide the highest quality holistic and inclusive education to enable all our children and young people to flourish.

Constitution

The Education & Outreach Committee (the Committee) is established by the Board of Trustees (the Board) of Enable Trust (the Trust) to oversee and support pupils' holistic outcomes and the contextual impact of pedagogy, teaching and learning and resources of the Trust's academies.

Authority

The Board will agree and approve the committee terms of reference annually and ensure the committee's delegated responsibilities are in line with the Trust Scheme of Delegation. The committee will seek information to support its work from the Trust Executive, Local Governing Bodies and other committees of the Board, and obtain advice from external professionals as necessary. The committee will make recommendations to the Board on matters within its remit.

Membership

- The committee shall consist of no less than 4 Trustees appointed by the Board of Trustees
- Chair of Trustees (ex-officio with full voting rights) may attend at any time
- A Chair and Vice Chair shall be appointed annually from among the committee members; the appointment of the Chair shall be subject to the approval of the Board of Trustees and will not be the Chair of Trustees.
- The committee may invite other Trustees, staff, or persons with specific expertise to attend and provide information and advice to the committee.
- The Director of Education will be the key liaison from the Executive team.

Quorum

The quorum shall be 3 Trustees.

Meetings

The committee shall meet a minimum of 3 times per year as required. Meetings shall generally be held virtually via Microsoft Teams. The committee will report regularly to the Board of Trustees via distribution of committee minutes and reporting at each Board meeting.

Monitoring and challenge

To critically evaluate the extent to which Enable Trust is effective in reaching its objectives through achievement of Key Performance Indicators (KPIs) across the range of factors that impact Education Excellence and Outreach.

- **Pupil Outcomes**
  Monitor the development of the School Improvement Framework and review the annual evaluation for each academy. Appoint a Careers Trustee.

(Self-evaluation factors: Ofsted judgement; External Accreditation; Pupil Progress data; EHCP Outcomes; Pupil Exit and Transition data; Trust Assessment Group reports)

- **Parental Engagement**:
  Oversee development of a Trust wide programme of parental surveys
  (Survey data; national and local comparisons; number of complaints)
- **Pupil Voice**:
  Oversee development of Trust wide systems for pupil voice
- **Pupil Attendance:**
  Oversee the strategic approach to pupil attendance across all academies
  (Trust Attendance Policy; HT reporting; comparative national and local attendance data)
- **Safeguarding profile & risk:**
  Appoint a Safeguarding Trustee; oversee the development of the Trust's Safeguarding Strategy; appoint the Trust Safeguarding Lead, if applicable
  (Trust Safeguarding Group reports; succession planning of DSLs; high level reporting; internal and external safeguarding audits)
- **Enable Inclusion Team (EIT):**
  Receive regular reports on the performance and direction of the EIT based on agreed KPIs
- **ETHOS (Enable Trust Holistic Outreach Service):**
  Receive regular reports on the performance of the ETHOS service and scrutiny of performance and direction based on agreed KPIs

Risk Management:

The committee will consider the risks associated with the achievement of each KPI and review the mitigation in place, including the potential impact of growth of the Trust.

Policies:

To review and approve delegated policies in line with the Trust Policy Schedule and seek assurance of the implementation and effectiveness of delegated policies; to review and approve substantive changes to policies delegated to the Trust Operations Team.

Administrative Responsibilities

- To ensure there are effective Clerking arrangements in place for the Committee
- To set an annual schedule of meetings
- To set the annual workplan for the committee
- To regularly review the committee skills base and make recommendations to the Board for training, development and recruitment of committee members
- To review the terms of reference annually and recommend to the Board for approval