

Meadowhead School and Sixth Form



Pupils Committee Terms of Reference

Name of trust:	Meadowhead School and Sixth Form
Name of committee:	Pupils Committee
Date agreed:	14 th September 2026
Review date:	<i>September 2027</i>

Chair of committee:	Fiona Newton
Vice-Chair of committee:	Jen Goodison
Clerk:	Sarah Gillott – Governance Professional
Membership:	The Headteacher and any trustee may sit on this committee. Staff representatives do not have voting rights. The Deputy Headteacher and other members of the Senior Leadership Team may attend the meetings as representatives to present on various areas, with no voting rights.
Quorum:	The committee will require the attendance of three or more trustees to be quorate
Meetings:	The committee will meet 3 times a year, usually once per term. The Chair will meet the SLT Link prior to the scheduled meeting to agree the agenda. Should the Chair be unavailable the Vice-Chair will chair the meeting. If neither the Chair or Vice-Chair are available, a temporary chair will be appointed for the purposes of the meeting. Minutes of the committee's meetings will be shared with the board and made available to the public on request.

The committee will monitor, evaluate and report on:

1. Current and emerging patterns, trends and risks relating to attendance and behaviour
2. Issues related to student discipline such as levels of suspension and exclusion (including rewards and sanctions)
3. Monitoring of the use of reduced timetables, Off-Site Direction, Managed Move and Alternative Provision placements
4. Current and emerging patterns, trends and risks relating to SEND and student wellbeing
5. Monitoring of student movement – admissions and leavers
6. Issues and trends related to safeguarding of students
7. Monitoring of information relating to vulnerable groups
8. Use of Pupil Premium funding, including impact of interventions
9. Engaging students, parents and the wider community in promoting and improving wider outcomes for all students

Review, adopt and monitor all policies delegated by the trust board.

Policies delegated to the Pupils Committee:

Policies (that **may** be delegated to the committee to review) include:

- Attendance Policy
- Accessibility Plan
- Behaviour Policy, including Suspension and Permanent Exclusion Policy
- Special educational needs and disability (SEND) Policy
- Relationships, Sex and Health Education (RSHE) Policy
- Online Safety Policy
- Anti-Bullying Policy
- Drug and Substance Misuse Policy
- Restraint Policy
- Student Mental Health Policy