



SCHOOL TRANSITION BOARD (STB) TERMS OF REFERENCE

Purpose

The Trust may choose to put in place a School Transition Board to facilitate the establishment of an effective School Advisory Board to whom delegated responsibility can be given. This may happen where:

- The Leadership and Management of a school has been rated as Grade 3 or 4 by Ofsted as a result, at least in part, because of governance.
- Where a review of governance indicates concerns about the quality of support and challenge.
- There are issues of conduct or attendance
- There are issues of skillset during conversion
(*This list is not exhaustive*)

The Transition Board will ensure that the Strategic Plan, or Rapid Action Plan, for the school is being implemented and will focus on four key areas:

- Curriculum (design, delivery, and assessment)
- Outcomes and Progress (ambition and equity)
- Personal Development, Behaviour and Wellbeing
- Leadership & Management

The STB reports to the Trust Board and recommends further action/intervention as necessary.

A review of the STB will take place at least annually, and will only convert to a SAB where:

- There are enough members with appropriate skills and expertise to form a SAB
- A Chair has been appointed and appropriately inducted

Membership

Members of the Transition Board will be drawn from the Trust Board and SAB members from existing Maiden Erlegh Trust schools. Where possible they will include at least one member from the school's local community. Additionally, they will also include the CEO, or their delegate. The Chair of the STB will ordinarily be a Trustee.

STB Members are appointed by Maiden Erlegh Trust to provide support and challenge to leaders and staff in the school and to build/maintain strong existing links with the community. They must:

- have the capacity and skills to work intensively and strategically with the school and the appointed School Improvement adviser.
- demonstrate an understanding of and commitment to the vision and values of Maiden Erlegh Trust

Membership of the STB will typically be between 3 and 6 members.

Duration and ways of working

STBs are intended to be a temporary governance solution, designed to support the conversion of the school and its rapid turnaround as it joins the Trust. The initial term for the STB will be determined by the Chair of the Trust Board in consultation with the CEO and reviewed as necessary. Any initial period will not ordinarily be greater than 4 school terms following the term in which the school joins the Trust. STBs meet at least 6 times a year.