

The HENLEY College Corporation

Quality & Standards Committee Terms of Reference

In carrying out its responsibilities set out below, the Committee will have proper regard to health and safety, safeguarding learners/vulnerable adults, Prevent and promoting equality and respecting the diversity of the College community.

The responsibilities of this Committee will include:

- a) To review the overall quality of the students' learning experience at the College and advise the Corporation in conjunction with the Principal on all matters concerning:
 - Quality procedures and standards
 - Student attainment and achievement
 - Curriculum, curriculum planning and substantial planned changes
 - Student equality, diversity, inclusion strategies, welfare, safeguarding and prevent
 - Destinations and alumni
 - Targets for student recruitment, retention, satisfaction, success and value added
 - College's Self-Assessment Report and associated Quality Improvement Plan (QIP)
 - Staff training and development (annual report) -
 - Standards of Teaching, Learning and Assessment
- b) Within the context of strategic priorities approved by the Corporation, to implement and review an annual cycle of business for the Committee which focuses on the identification, monitoring and review of annual targets and performance measures.
- c) Review and recommend the accountability statement for approval to the Corporation in the Spring term

Membership	At least five Governors (including Chair of the Corporation and Principal). A number of co-opted external members with appropriate backgrounds as applicable
Quorum	3 Members
Chair	To be appointed by the Board. Members present will decide who will act as Chair of the committee at any meeting which the appointed Chair is unable to attend
Period of office	To be determined by the Corporation but not to exceed six years in aggregate.
Meeting Frequency	Twice in the autumn term and then subsequently one per term
In attendance	Vice Principal Assistant Principals Director of Governance

