## Elysian Education Provision Advisory Board

DRAFT 2

## **Terms of Reference**

The Advisory Group for the Elysian Education provision was set up at the point of founding the provision, to advice and support the leadership in ensuring that the provision meets and exceeds, consistently, the requirements of the Independent schools regulations, and ultimately provides a safe learning environment where children and young people thrive and achieve.

Elysian Animal Assisted Therapy and Learning CIC is the formal proprietors of the Elysian Educational Provision, and Charlotte Williams is the formal chair of the Proprietors, and Deme Williams is the second Proprietor. And both form the official governing body in the role of proprietors. The governing body is liable for the actions of groups or individuals, eg committees, to whom it delegates functions. And therefore as proprietors Charlotte and Dene Williams retain the full liability for the statutory obligations under the Independent schools regulations. The advisory board will be considered an integrated part of the Overarching Leadership and guidance of the organisational vision and development through operational oversight and scrutiny to ensure quality and performance.

**Aims & Objectives**

The role of the Elysian Education Advisory Board is to provide advice and support in the leadership, development and oversight of the provision. This includes advising on the development of strategy, policy and activity. This will include the identification of future priorities and opportunities to be pursued under a working action plan to address priorities, data, skills and partnerships. In so doing, the members of the Board will advise on or support the creation of these proposals and subsequent decisions of the board and Elysian Leadership, working in partnership. The Board will advise on the general strategy for Elysian EP in order for it to achieve its objectives. The Board will meet to hear reports on current plans and activity and to hear from board members about their views on this and on future priorities, and key issues in policy and practice. In the advising role, members are able to provide scrutiny and challenge all aspects of the service as part of a shared view of wanting to make positive and effective improvements where needed and general development of the provision.

The board will hear a range of data and reports from Elysian leadership, Young People and parent/carers as part of evaluating the service and advising on development and action plans. Members may visit and talk to Learners and Parents directly as part of evaluation or quality assurance. This may include:

Curriculum **–** Learner Outcomes and Achievements - Safeguarding **-** Partnership Working -**-** Leadership effectiveness, including supervision and monitoring of staff and performance -- Areas of the wider curriculum and Learner holistic plans such as Career Advice provision, PHSE, Behaviour plans, safety plans, Individual risk assessments etc. **--** Quality and effectiveness of therapy -**-** System and recording structures – Financial sustainability

**Term**

This Terms of Reference is effective from 09.11.2020 and will be ongoing until terminated by agreement between the parties.

**Membership**

Membership of the Advisory group is carefully selected to ensure there is a balance between a range of expertise and voices from across the sector. Each member is vetted according to Elysian’s recruitment policy (DBS, vulnerable children’s list, references), and a once page profile of information regarding each members experience is available on request (in addition to brief profiles on our website). Any Current interest or potential conflict of interest is declared on each members profile. Each member sign a confidentiality Agreement with Elysian which is stored on file.

Angela Sargeant Partnerships, Social Care, Leadership

Susie Cambpell SEND, Education leadership and partnerships

Rebecca Swallow Parent/Carer Representative

Mandy Dunn Mental health, Leadership, NHS Consultant

David Sargeant Social Care, Leadership, Adult social care, Quality Assurance

Anna French SEND School Leadership, Deputy Head at Grafham School

Julie Wilby Elysian Head of Therapies and Intervention

TBC Elysian Education Lead

Charlotte Williams Elysian EP Proprietor

Vacancy Parent Rep of enrolled learner

Vacancy Rep from Independent school Sector

Young People’s forum to be held at similar frequency to the Board to ensure their voice is an integral part of the board, and members will consider a range of consultative methods to ensure the Learners have an opportunity to have their say. Any actions or feedback from the AB will subsequently be fed back to the Learners for their views, ensuring the communication cycle is smooth and integrated.

Meetings

The Board will meet half termly

Resignation procedure

Should a member no longer wish to be part of the Advisory Group they will give Half a terms notice before departure to the chair.