

## **Student Affairs Committee**

### **Terms of Reference**

#### **1. Membership**

1.1 The Committee will comprise of the two selected Student Governors and up to 4 members of the Student Council.

1.2 At least two members of the Governing Body will be present at each meeting.

1.3 At least one Progress Tutor responsible for the Student Council will be present at each meeting.

1.4 The Assistant Principal will be present at each meeting and act as Committee Chair.

1.5 The Principal will be present at each meeting.

1.6 The Committee quorum will be 6 members representing all relationship categories.

#### **2. Attendance**

2.1 The Committee may invite staff members, advisers or other third parties to attend a committee meeting. Such persons will not have a vote but will be entitled to speak at the meeting at the invitation of the Committee Chair.

2.2 The Clerk to the Governing Body will act as Clerk to the Committee.

#### **3. Committee Objectives**

3.1 To act as a forum for discussion of student related issues affecting students and their experience at The Sixth Form Bolton and to act as a channel of communication between students and the Governing Body on such matters as may be relevant.

#### **4. Terms of Reference**

4.1 To consider any business relating to the student learning experience including matters raised by student representatives and matters on which the academic team wishes to seek student views including:

- Teaching and learning / resources
- Student support and guidance
- Career services
- Student survey content / results
- Student Facilities

4.2 To consider any matter referred by the Student Governors / Student Council.

4.3 To consider and monitor the outcomes of student surveys and student focus groups.

4.4 To monitor the effectiveness of the College Mission and the standards of service that can be expected by students and other users of College services.

4.5 The committee will not discuss personal matters relating to individual students or members of staff.

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| Terms of Reference Reviewed | Autumn 2018 |
| Next Review Date            | Autumn 2019 |

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