

## Terms of Reference

**Title:** Attendance at Key Stage 1 and Reception Review    **Start Date:** 17<sup>th</sup> Oct, 2011    **End Date:**  
**Scrutiny:** Children and Young People Scrutiny

PURPOSE/AIM	RESOURCE
<p>To examine Attendance at Key Stage 1 and Reception within local schools.</p>	<p>Members            Relevant Portfolio Holder            Assistant Director – Children, Families and Learning            Head of Education Services            Head Teachers            0-19 Co-ordinator            Democratic Services            Traveller Education Service</p>
PROCESS	OUTCOME
<ol style="list-style-type: none"> <li>1. Examine data policy and legislation</li> <li>2. Examine budget implications and performance indicators</li> <li>3. To look at local issues and involve service users and specific service.</li> <li>4. Examine good practise with other authorities.</li> <li>5. Examine Literature Reviews and Case Studies.</li> <li>6. Equality issues.</li> </ol>	<ol style="list-style-type: none"> <li>1. To gain an understanding and overview of attendance in schools within the Borough.</li> <li>2. To scrutinise the areas of concern and make recommendations to Cabinet to improve overall attendance at Key Stage 1 and Reception.</li> </ol>

**COUNCILLOR** .....  
 (TO BE SIGNED BY MEMBER OF SCRUTINY COMMITTEE REQUESTING TOPIC)  
 OF SCRUTINY COMMITTEE)

**CHAIR** .....  
 (TO BE SIGNED BY CHAIR)

