

The Langley Academy Trust

Museum Learning Committee: Terms of Reference

Current Membership:

Committee Chair	Emmajane Avery
Chair of Trustees	Oona Stannard
Trustee/Sponsor	Annabel Nicoll
Executive Principal	Rhodri Bryant
Head of Museum Learning	Jenny Blay
Museum Learning Officer	Naomi Hudson
Deputy Head, TLA	Clare Benton
Deputy Head, TLAP	Grace Shaw
Deputy Head, PPPA	Lawrence Hyatt
Head of House for Arbib	Mark Blackford

- Other members of staff, Governors or others may be co-opted.
- A member of the TLAT Administration Team will be responsible for administration, such as circulating agendas and taking minutes.
- Participants in Museum Learning programmes (teachers and pupils) may also be invited to attend from time to time

Quorum

The Executive Principal (or senior staff member nominated by the Executive Principal to deputise) together with two other Trustees.

Meetings

Two meetings to be held per year. To form part of the cycle of meetings with the Museum Advisory Group, as follows:

December: Museum Advisory Group

October: Museum Learning Committee

July: Museum Learning Committee

Interim meetings, particularly between the Chairman and Head of Museum Learning, may be held to progress particular issues.

Minutes and Papers

Draft minutes will be distributed to committee members within seven days of the meeting by the Clerk to the Committee Members and distributed with papers for the next Trustee Board meeting.

Functions

On behalf of the Trust, to take responsibility for educational standards in respect of Museum Learning.

The Committee will:

1. support the Executive Principal, Headteachers and Museum Learning staff to achieve the long-term success of the museum and object-based learning focus in all three schools within the Trust
2. promote The Langley Academy Trust's museum specialism as a national exemplar & 'centre of excellence'
3. critically review Museum Learning activities, participate in driving Museum Learning forwards across the Trust and act as champion for those activities
4. approve key strategic fundraising decisions in so far as they dictate the future direction of the Trust's Museum Learning activities
5. review the annual and forward plans for Museum Learning, as well as the Action Plan which arises from the Museum Learning Review
6. assist in developing other strategies and initiatives, as appropriate
7. work closely with the members of the Museum Advisory Group and support its regular meetings to ensure maximum benefit to the Trust and to the wider museum education world
8. review these Terms of Reference and all related policies, as necessary, and annually in the Summer Term, and make recommendations to the Trust as to any changes thought necessary.