



NORTHFIELDS EDUCATIONAL STANDARDS AND COMPLIANCE COMMITTEE CHARTER

Our Vision

We are committed to empowering learners to reach their full potential through a holistic education. Our students develop an appreciation for cultural diversity while being prepared to become confident, responsible and active global citizens.

Our Mission

We achieve this by:

- Providing our pupils with learning opportunities that maximise their potential through a structured programme of academic and extra-curricular activities.
- Offering challenging, internationally recognised programmes and qualifications.
- Emphasising the development of socially conscious and environmentally aware global citizens, with a compassion for others and the courage to act on their beliefs.
- Nurturing the growth of principled future leaders.

POLICY NUMBER	ISSUE DATE	VERSION	CUSTODIAN	APPROVED BY
ESCCC.04.2021.1.ESCC	April 2021	1	Educational Standards and Compliance Committee	Board of Directors



1. Introduction

1.1 The Educational Standards and Compliance Committee is a Committee of the Board of Directors (the "Board") of Northfields International High School Limited including its subsidiaries ("the School") to which the Board has delegated certain oversight responsibilities.

2. Objective

2.1 The principle function of the Educational Standards and Compliance Committee (the Committee) is to assist the Board in fulfilling its responsibilities with regards to educational governance including ensuring the School fulfils its mission with respect to providing high quality international education and is in compliance with related legal and regulatory obligations.

2.2 The Committee does not relieve the Board of its responsibilities in any way.

3. Composition

3.1 The Committee shall comprise of no less than three members. The composition should consist of a mix of non-executive and executive Directors that have specific expertise in the area of education. The Chairperson and Members of the Committee shall be appointed by the Board, on recommendation by the Corporate Governance, Nomination and Ethics Committee.

3.2 The Chairperson of the Committee shall normally not be the Chairperson of the Board.

3.3 The Committee may invite attendees to attend any meeting of the Committee as it deems appropriate based on their expertise, qualifications and experience in relation to the responsibilities of the Committee as stated in this Charter.

3.4 Appointments of non-executive Directors to the Committee shall be for a period of time as the Board sees fit.

3.5 The Board may at any time remove members from the Committee and fill any vacancy created by such removal.

4. Meetings

4.1 The Committee shall as far as possible, meet 4 times a year prior to the quarterly Board meetings. However, the Chairperson or any other member of the Committee may call a meeting at any other time as they deem fit.

4.2 The Committee shall appoint an Administrative Secretary of the Committee. The Chairperson shall ascertain, at the beginning of each meeting, the existence of any conflicts of interest and the Secretary shall minute them accordingly.

4.3 A quorum for a meeting of the Committee is a majority of the members present in person, by video conference, webcast or telephone.



- 4.4 Notice of each meeting confirming logistics and an agenda of items to be discussed and supporting reports, shall be forwarded to each member of the Committee, and any other person required to attend, no later than 5 working days before the date of the meeting.
- 4.5 The Administrative Secretary shall minute the proceedings and decisions of all meetings of the Committee including recording the names of those in attendance.
- 4.6 Draft minutes of the Committee meetings shall be circulated no later than 15 working days after such meeting to all members of the Committee. Once approved, the minutes should be circulated to all other members of the Board unless it would be inappropriate to do so in the opinion of the Committee Chairperson.

5. Responsibilities of the Committee

The Committee in discharging their duties shall work in partnership with the Senior Management Team (SMT) to:

Educational Curricula

- 5.1 Identify the strategic and long-term vision for the academic programmes of the school in view of providing the most relevant and valuable international education.
- 5.2 Serve as an ongoing resource and advisor on academic issues, as requested, providing recommendations and feedback to SMT for improvements to the academic programme.

Authorisations and Accreditations

- 5.3 Identify the strategic and long-term vision for school authorisations, accreditations and memberships in view of promoting the successful implementation of the school's academic programmes and in developing local, regional and international collaboration which benefits the educational provision of the school.

Student Achievement

- 5.4 Review student achievement based on SMT analysis of external examination results, internal assessments and extracurricular achievements, deeply understanding the factors affecting performance and sharing updates with the Board.

Staff Professional Development

- 5.5 Ensure ongoing staff professional development is prioritised as a means of continuously improving the school's educational provision in line with the most recent and up-to-date pedagogical advances.

Financial Provision

- 5.6 Review the proposed budgetary allocations for the educational provisions of the school to ensure that sufficient provision is made for staffing, resources and training, as well as curriculum, authorisation and accreditation costs.



6. Reporting responsibilities

- 6.1 Ensure that the Board is aware of all significant issues that have come to the attention of the Committee that may affect the quality of education and reputation of the School, and make appropriate recommendations to the Board on these matters.
- 6.2 The Chairperson of the Committee will provide written feedback at the Board meeting on the Committees most recent meeting or on any other matter as he or she deems fit.

7. Other matters

The Committee shall:

- 7.1 Have access to sufficient resources in order to carry out its duties, including access to the Secretary for assistance as required.
- 7.2 Be provided with appropriate and timely training, both in the form of an induction programme for new members and on an ongoing basis for all members.
- 7.3 Give due consideration to its responsibilities as contained in this charter.
- 7.4 Arrange for period reviews of its own performance and, at least annually review its charter to ensure the Committee is operating at maximum effectiveness and recommend any changes it considers necessary to the Board for approval.

8. Authority

- 8.1 The Committee is authorised by the Board to obtain, at the Company's expense, outside legal or other professional advice on any matters within its terms of reference.
- 8.2 The Committee will act in terms of the delegated authority of the Board as recorded in this charter. It has the power to investigate any activity within the scope of its terms of reference.