



Hounslow Education Partnership

Senior Pastoral Leads

Senior Pastoral Leads (SPL) Terms of Reference 2025/26

Introduction:

The Senior Pastoral Leads (SPL) group was launched in September 2024, building on the work started in June 2023 by the Behaviour Working Group. Now established, it provides an active forum where members support one another, while providing appropriate levels of challenge, and share experiences in order to collectively raise standards through continued school improvement.

Purpose:

To facilitate networking and collaboration between Senior Leaders within HEP schools with a shared responsibility for the best possible outcomes for children and young people in Hounslow.

Objectives:

- To develop professional relationships between colleagues from different schools facilitating ongoing peer support
- To provide a forum for discussing the impact of and responses to emerging challenges specifically related to pastoral matters (e.g. attendance, behaviour, culture)
- To facilitate sharing and development of good practice specifically related to pastoral matters (e.g. within school improvement, policies, procedures)
- To identify new areas of need; using that to both refine existing programmes and design and develop new initiatives

Membership:

- Led and chaired by a nominated Headteacher as agreed annually by Headteachers within HEP
- Attended by Senior Leaders from all opted in Secondary Schools within HEP
- *Attended by Head of Access to Education from LBH*

Frequency of Meetings 25/26:

- 5 meetings per year (2 x autumn, 2 x spring, 1 x summer)
- All to be held in person
- Meeting frequency for 26/27 to be determined in summer term

Accountability:

- The Chair is responsible for agreeing the agenda, chairing meetings, driving and supporting partnership working. Also for providing feedback and information flow both from and to HEP Secondary Headteachers
- SPL representatives are responsible for presenting the view of their school's SLT; preparing their contributions to meetings in consultation with their SLT rather than their individual perspective. Also for ensuring actions arising are complete and disseminating information back to their SLT/colleagues in school. *SPL representatives should also keep the 'Fixed term transfer Protocol' details for their school up to date if opted in*
- HEP is responsible for liaising with the Chair and members to plan, prepare and circulate agendas. Also for information gathering ahead of meetings and collating data across HEP schools so meeting time can be used for purposeful discussion. Also ensuring actions lists are compiled and circulated in a timely manner following meetings