

CURRICULUM COMMITTEE

CHILDREN AND LEARNING / COMMUNITY LINKS

Composition

The Governing Body must determine the membership and proceedings, terms of reference, constitution and membership of any committee annually. Each committee must have a Chair, who is either appointed by the Governing Body or elected by the committee.

Quorum

The quorum for a meeting of the committee shall not be less than three members of the Governing Body.

Terms of Reference

1. To raise standards of achievement and promote well being and community cohesion.
2. Critically discuss sections of the self evaluation summary **(SES)** to grasp an understanding of the school's strengths and areas for development and how priorities feed into the School Improvement Planning process. **(SIP)** With guidance from the Headteacher, monitor progress in meeting school improvement plan and **QDD** support plan priorities and judge the impact – is it better for the children?
3. To review the policies in line with the agreed cycle and make recommendations to the Governing Body for change.
4. To monitor the provision of the Curriculum and its assessment procedures to ensure the school maintains and delivers a broad and balanced curriculum in line with the legal framework.
5. To ensure that the school leadership has appropriate systems for monitoring and evaluating the quality of teaching and learning in the school.
6. To monitor the effectiveness of all the school's teaching and learning and curriculum policies, taking account of statutory guidance where appropriate. To make representations to the full Governing Body for changes as necessary, including:
 - i) the provision for collective worship and RE in line with the locally agreed syllabus
 - ii) the school's policy on sex education
 - iii) the school's policy on charging and remissions
 - iv) the school's policy on special educational needs; and
 - v) the school's policy for PSHE and Citizenship
7. To receive curriculum progress reports from the Headteacher and others, in order to monitor, review and evaluate the standards of achievement, seek to make continuous improvement and inform target-setting, including:
 - i) subject/aspect reports
 - ii) analysis of performance data
 - iii) information about non-statutory assessment and testing

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- iv) the impact that continuous professional development has on school improvement
- 8. To ensure that targets for pupils' achievements are set and published as required by legislation.
- 9. To consult with and provide information to parents and the wider community on matters relating to children and learning and the curriculum. To consider consultation responses from parents / carers and the local community to the need for extended services and make recommendations to the full governing body for extended services. Agree the outcomes (targets) for the agreed services and evaluate impact.
- 10. To ensure all pupils make good progress in relation to individual needs and abilities through flexible and effective use of the resources available to the school. Expectations for learning for pupils are high and pupils participate fully in all aspects of school life.

Delegated Functions Overview

The following functions can be delegated to a committee, but cannot be delegated to an individual:

- i) Functions relating to the alteration, discontinuance or change of category of maintained schools;
- ii) Functions relating to the approval of the first formal budget plan of the financial year;
- iii) Functions relating to school discipline policies;
- iv) Functions relating to the exclusions of pupils (except in an emergency when the Chair has the power to exercise these functions);
- v) Functions relating to admissions.

The Governing Body cannot delegate any functions relating to: the constitution of the Governing Body (unless otherwise provided by the Constitution Regulations), the appointment or removal of the Chair and Vice-Chair, the appointment of the Clerk, the suspension of governors, the delegation of functions and the establishment of committees.

Appointment of Chair and Clerk

The appointment of the Chair of the committee and the Clerk shall be determined by the committee and should be reviewed at the first meeting of the school year.

Minutes

A written record should be kept of the meeting of the committee including details of those present. These minutes should be submitted to the next full Governing Body meeting through the Clerk to the Governing Body.

Convening Meetings

A meeting shall be convened at the request of the Chair, the Headteacher or any two of the members of the committee. Every member of the committee and the Headteacher shall be given at least seven days clear notice of the committee meetings.

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