

GOVERNANCE OF SIR ROBERT GEFFERY'S SCHOOL
COMMITTEE TERMS OF REFERENCE

Title	<u>Curriculum Committee</u>
Purpose Statement	To review, monitor and evaluate the curriculum.
Membership	<p>The Committee shall comprise of at least 5 Governors.</p> <p>The Committee may have in addition, such non-voting members as the Governing Body shall appoint.</p> <p>The Governing Body may remove or replace a member of the Committee at any time.</p>
Quorum	The quorum shall be not less than 3 Governors
Chairman	The Committee shall appoint a Chairman at its first meeting held in the Autumn Term of each year.
Meetings	<p>The Committee shall meet at least once per term or otherwise as required.</p> <p>The Committee meetings will not be open to the public but minutes shall be made available. Information relating to a named person or any other matter that the committee considers confidential does not have to be made available for inspection.</p> <p>In the absence of the chair, the committee shall choose an acting chair for that meeting from among their number. In the absence of the clerk, the committee shall choose a clerk for that meeting from among their number (someone who is not the headteacher).</p> <p>The minutes of each meeting will be circulated with the agenda for the next ordinary meeting of the full governing body and will be presented at that meeting by the chair (or in his/her absence another member of the committee).</p> <p>Any decisions taken must be determined by a majority of votes of committee members present and voting – but no vote can be taken unless a majority of those present are governors.</p>
Terms of Reference	<p><u>General Terms</u></p> <p>To act on matters delegated by the full governing body. To liaise and consult with other committees where necessary. To contribute to the School Development Plan. To consider safeguarding and equalities implications when undertaking all committee functions.</p> <p><u>Curriculum Planning and Delivery</u></p> <p>To review, monitor and evaluate the curriculum.</p> <p>To recommend for approval to the full governing body the:</p> <ul style="list-style-type: none">- Self-evaluation form- School Development Plan

- Targets for school improvement to the governing body

To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. sex education and pupil behaviour/discipline).

To review the school's policy and provision for Collective Worship and Religious Education and make recommendations to the Governing Body.

To ensure the whole school curriculum is broad and balanced, relevant to the needs of all children, provides continuity and progression and adequately resourced.

To oversee arrangements for individual governors to take a leading role in specific areas of provision, e.g. SEN, Literacy and Numeracy.

Assessment and Improvement

To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement

To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups

To set priorities for improvement, monitor and evaluate the impact of the School Development Plan priorities relevant to the Curriculum Committee.

To appoint and oversee Link Governors for each curriculum subject area.

To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.

To consider recommendations from external reviews of the school (eg Ofsted or local school improvement advisers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.

To advise the resources committee on the relative funding priorities necessary to deliver the curriculum.

To support and monitor the enriched curriculum activities, including educational visits.

Updated and Approved: November 2017