



Date last reviewed: July 2021
Date next review due: July 2022

Terms of Reference Curriculum & Pupil Achievement Committee

General Terms

- 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 (SDP) and Annual Improvement Plan (AIP).
- To consider safeguarding and equalities implications when undertaking all committee functions.
- To maintain the core strategic functions of governance
 - Ensuring clarity of vision, ethos and strategic direction
 - Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff
 - Overseeing the financial performance of the organisation and making sure its money well spent

Membership

- Quoracy should be a minimum of 3 governors including the Headteacher.
- Membership may include associate members with voting rights.
- The committee may invite non-voting members as appropriate eg Deputy Head teacher.
- The Chair and Vice Chair will be appointed to the Committee at the last meeting of the FGB of the academic year.

Meetings

- Meetings will be once per half term and otherwise as required.
- Committee meeting minutes shall be made available for inspection (excluding confidential minutes).
- In the absence of a chair, the committee should choose an acting chair for that meeting.
- In the absence of a clerk, the committee should choose clerk from their number (excluding the headteacher).
- Draft minutes of each meeting will be circulated at the next Full Governing Board meeting and presented by the chair.
- Any decisions taken must be determined by a majority of votes of committee members present.

Committee Key Function

To drive the strategic development and continuous improvement of the school as a place of learning.

- The committee will support and challenge the development and delivery of the school curriculum, the school's ethos, learning environment and the promotion of the school.
- The committee's discussions and decisions will feed into the School Development Plan (SDP) and the Annual Improvement Plan (AIP) and will be guided by current school policies.

Curriculum intent and implementation

- To review, monitor and evaluate the curriculum offer, in light of the school vision as a small, rural, high achieving school. This will include;
 - Core and non-core subjects
 - Curriculum models
 - Options choices and personalised and vocational learning
 - The use of out of hours learning
 - The hearing of formal complaints about the curriculum from parents
 - To consider the safeguarding and equalities implications of the curriculum
 - To review the balance between academic focus and the development of each child's skills and talents
- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice.

Curriculum Impact

- To monitor and evaluate the effectiveness of leadership and management.
- 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 monitor and evaluate the impact of continuous professional development on improving staff performance.
- To set priorities for improvement, and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.

- To monitor and evaluate provision for all groups of vulnerable children and ensure all their needs have been identified and addressed and to evaluate their progress and achievement.
- To monitor and challenge the effective use of Pupil Premium funding.
- 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 HIAS and Ofsted) and evaluate regularly the implementation of the plan.
- To ensure that all children have equal opportunities.
- To advise the resources committee on the relative funding priorities necessary to deliver the curriculum.
- To monitor the school's provision for PSHE, Careers, RSE, British Values and SMSC- ensuring that they meet the needs of the school as well as statutory requirements.

Engagement

- To monitor the school's publicity and relationships with the wider community.
- To identify and celebrate pupil achievements.
- To oversee arrangements for educational visits.
- To ensure that the community is aware of the strengths of the school by keeping under review the school prospectus, school profile, school website and school communication with parents.
- To ensure all statutory requirements for reporting and publishing information are met and the school website content is fully compliant and presented in an accessible way. This role will be allocated to specific governor to carry out.

Policies

The committee will monitor the implementation of the approved policies, plans and schemes set out as the responsibility of the Curriculum and Pupil Achievement committee in the TVS Governing Body's Policy Schedule (live copy saved on GovernorHub)

These Terms of Reference should be reviewed annually. It is suggested at the first meeting of the academic year.