

# Lindow Community Primary School

## Governing Body

### Terms of Reference

#### Curriculum & Achievement Committee

#### Membership

The committee will consist of the Chair of the Curriculum & Achievement Committee, together with the Headteacher and at least two additional governors.

#### Quorum

The committee is quorate if three members are present.

#### 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.
- To consider safeguarding and equalities implications when undertaking all committee functions.

#### Meetings

- The committee will meet at least once per term.
- The agenda will be set by the chair of the committee, in consultation with the headteacher and chair of governors. Any governor may request that an item be placed on the agenda, subject to prior discussion with the chair of the committee.
- 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 will not be made available for inspection.
- In the absence of the chair, the committee shall choose an acting chair for that meeting from among their number.
- The committee shall choose a clerk for each meeting from among their number (this cannot be the headteacher).
- The draft minutes of each meeting will be circulated by the chair of the committee and presented at the next ordinary meeting of the full governing body by the chair (or by another member of the committee in their absence).
- Any decisions taken must be determined by a majority of votes of committee members present and voting. No vote can be taken unless a majority of those present are governors.

#### Curriculum planning and delivery

- To review, monitor and evaluate the curriculum offer and all policies relating to the curriculum, teaching and learning.

- Analysis and review of the Self Evaluation Form, School Development Plan and targets for school improvement.
- To develop and review policies within the school's policy review programme and in accordance with its delegated powers e.g. sex education and pupil behaviour/discipline.
- To advise the Governing Body on its written statement of Collective Worship.
- To review and evaluation the provision for PSHCE including SMSC and British Values.
- To ensure that the requirements of children with SEND and Cared for Children are met and receive termly reports from the headteacher/SENCO.
- To review and evaluate the quality of provision in the Early Years Foundation Stage.
- To ensure that the school fulfils its requirement to publish information about the school curriculum.
- To consider any school visits educational objectives, how they will be met and to advise the Governing Body accordingly. Any specific concerns relating to a particular visit or visits will be brought to the committee by the headteacher.

### **Assessment and improvement**

- 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.
- Analyse and evaluate school data using the Inspection Data Summary Report and the Analysing School Performance Report.
- To monitor and evaluate rates of progress and standards of achievement by pupils, with specific reference to particular groups, including pupil premium, disadvantaged, SEND, underachieving groups, and significant groups, e.g. boys/girls, EAL.
- To monitor and evaluate the impact of continuing 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 (e.g. looked after children) and ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- To review policies relating to assessment and ensure they are operating effectively.
- To consider recommendations from external reviews of the school, e.g. Ofsted or school improvement partner, agree actions as a result and evaluate progress regularly.
- To ensure that all children have equal opportunities.
- To advise the Finance & Resources committee on the relative funding priorities necessary to deliver the curriculum.