

ST SWITHUN'S CHURCH OF ENGLAND VC PRIMARY SCHOOL

Curriculum and Standards Committee

Terms of Reference

Membership

The committee shall consist of at least five governors, plus the head teacher or deputy head teacher. In the latter case, if the deputy head teacher is not a governor, he/she will be an associate member of the committee, with full voting rights.

The committee may agree to appoint associate members, and if so will decide whether they have voting rights, subject to ratification by the full Governing Body. Associate members must not out-number governors.

The chair will be elected annually by the committee, and shall not be the head teacher or deputy head teacher.

Clerk

The responsibilities of the clerk are:

- to convene meetings
- to distribute agenda and any papers to be considered at least seven days beforehand (under exceptional circumstances, there may be a shorter notice period)
- to ensure minutes are taken and distributed to the committee members and, to the full Governing Body should they request them..
- to ensure that minutes are uploaded onto the website.

Meetings

The committee shall meet at least once a term. Additional meetings may be held by agreement of the committee or on the instructions of the full Governing Body.

If the chair is absent, those present with voting rights shall elect a chair for the meeting. The chair must be a governor, excluding the head teacher and deputy head teacher.

Quorum and Voting

Quorum shall be three governors, plus the head teacher or or their representative. Decisions are made by majority vote of those present, excluding associate members without voting rights. Where the voting is non-conclusive, the chair has a casting vote.

Objectives

Curriculum Statement

To consider the Local Authority's (LA) curriculum policy statement and to recommend to the Governing Body for adoption the school's Curriculum Statement, which will:

- reflect the school's aims and values as stated in the School Development Plan
- deliver the National Curriculum (The school uses the international primary curriculum)

Policy Reviews

This committee delegates review of policies to the Policy Working Group.

Monitoring and Evaluation of Curriculum

To receive from the head teacher or deputy head teacher an evaluation of his/her monitoring of the curriculum.

School Development Plan

To contribute towards the regular review and development of the School Development Plan.

Reporting to Governing Body

With the assistance of staff, to report to the Governing Body how the curriculum is taught evaluated and resourced.

School Performance

To review information about the school's performance. To discuss the relevant annual targets for pupil achievement, and to report these to the Governing Body. This will include all curriculum areas including Religious Education.

Special Educational Needs and Disability (SEND) system and More Able and Talented (MAT)

To monitor, evaluate and review, via the nominated governor, the provision for SEND and MAT.

Pupil Premium Grant

To monitor progress of those children entitled to the Pupil Premium Grant.

Review

These Terms of Reference shall be reviewed by the Curriculum and Standards Committee and ratified by the full Governing Body annually.