



Curriculum Committee Remit 2021-2022

General Terms

- To act on matters delegated by the full governing board.
- To liaise and consult with other committees where necessary.
- To contribute to the School Improvement/ Development Plan.
- To consider safeguarding and equalities implications when undertaking all committee functions.
- The Chair of the Committee will inform members of any relevant training available.¹
- To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers.

Quorum

- Quorum for the meeting is a minimum of three governors. All governors are members of the committee but some will have a particular focus on the committee's work.
- It is best practice for the committee chair not to be Chair of Governors or a member of staff.
- In the absence of the chair, the committee shall choose an acting chair for that meeting from among the committee members present (the acting chair cannot be a member of staff and preferably not the Chair of Governors).

Meetings

- The committee will determine how often it meets depending on the circumstances of the school at any given time.
- Meetings are to be conducted in an open manner, enabling all members to participate and contribute to discussions.
- The approved committee meeting minutes shall be made available to the public upon request. Information relating to a named person or any other matter that the committee considers confidential does not have to be made available for inspection, but may be required to be shared if a Freedom of Information or Subject Access Request is submitted.
- In the absence of the clerk, the committee shall choose a clerk for that meeting from among the committee members present (someone who is not the Headteacher) and this be noted in the minutes.
- The draft minutes of each committee meeting will be circulated with the agenda for the next FGB meeting and will be noted there. The Chair of Committee will report any key issues to the Board.
- Any decisions taken must be determined by a majority of votes of committee members present and voting.

¹ Committee members to attend training sessions to enable them to carry out their duties effectively. New governors to receive an induction from the Chair of Committee and to attend new governor training to ensure an understanding of their statutory responsibilities.

Curriculum Planning and Delivery

- To review, monitor and evaluate the curriculum offer, ensuring it is innovative, broad and balanced.
- To ensure the school is responding to legislative requirements in the curriculum.
- To recommend for approval to the full governing board:
 - Self-evaluation form (SEF)
 - School Improvement Plan/School Development Plan (SIP/SDP)
 - Targets for school improvement to the governing board
- To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. sex and relationships education and pupil behaviour/discipline).
- To review the provision for collective worship and RE.

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.
- To monitor and evaluate rates of progress and standards of achievement by pupils.
- 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 the School Improvement/Development Plan in relation to the committee's area of operation.
- To monitor attendance and receive anonymised statistical information on any pupil exclusions.
- To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.
- To review the information provided on published school performance data.
- To monitor the impact of extra-curricular activities.
- To advise the resources committee on the relative funding priorities necessary to deliver the curriculum.

Engagement

- To identify and celebrate pupil achievements
- To monitor arrangements for educational visits, in line with current LA advice.

Adopted by the governing board of St. Thomas' CE Primary School (HC) on xxxx 2021 (to be reviewed annually)