



**Harrington Hill Governing Body**  
**CURRICULUM COMMITTEE**  
**Terms of Reference – October 2018**

1. The committee shall have full delegated powers.
2. Membership shall consist of:
  - At least three governors (other than the head teacher);
  - The head teacher or deputy head teacher;
  - Such other co-opted members as may be appropriate from time to time.
3. The quorum shall be three governors and head teacher
  - The committee shall determine whether to give voting rights to co-opted members.
4. The committee shall appoint a Chair and Vice Chair at the last meeting of each academic year, to take up post at the first meeting of the following academic year.
5. The Committee shall normally meet once termly, with further meetings scheduled as necessary.
6. The committee shall have all the duties normally associated with Governing Board Committees that manage the curriculum, school assessment and engagement, in particular the following responsibilities are delegated to this committee:

**Curriculum**

- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the full governing body the:
  - Self-evaluation form
  - School improvement plan
  - Targets for school improvement to governing board
- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and receive regular reports from the head teacher/SENCO.
- To hear appeals against head's decision to lift or change National Curriculum for a particular pupil.
- To hear complaints about the curriculum according to LEA approved procedures.

**Assessment**

- To ensure that effective monitoring of teaching and learning quality is undertaken by the senior management team and to review the results.

- To ensure that pupil assessment and record keeping systems are in place and working, and that assessment data is used for teachers' planning and target setting.
- To ensure appropriate targets for student standards are agreed and to monitor and evaluate pupil performance and progress using data from the school and LEA and comparative national data.
- To respond to areas of underperformance and the particular needs of groups of pupils who may be underachieving and monitor progress.
- To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement advisers), agree actions as a result and evaluate regularly the implementation of the plan.
- To ensure all pupils have equal opportunities.
- To maintain a strategic approach to school development planning, to consider and recommend development priorities to the Governing Body and to monitor and evaluate progress on those priorities.

#### Engagement

- To monitor the school's publicity, public presentation and relationships with the wider community.
- To ensure all statutory requirements for reporting and publishing information are met and the school website is fully compliant and presented in an accessible way.

#### Attendance

- To monitor the level of pupil attendance and the school's interventions to improve attendance.

#### General

- To ensure related school policies are agreed, implemented, monitored and reviewed.
- To draw on reports from relevant Partner Governors to inform the School Self-Evaluation and School Development Plan.
- To take to the full Governing Body any matters requiring its attention and/or agreement.

7. In emergencies the Head and Committee Chair may act on behalf of the Committee.

**Adopted on: 2 October 2018**