



Harrington Hill Primary School

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GOVERNING BODY

CURRICULUM COMMITTEE - TERMS OF REFERENCE

October 2023

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OCTOBER 2023

1. 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/Academy Improvement Plan.
- To consider safeguarding and equalities implications when undertaking all committee functions.

2. Membership shall consist of:

- At least three governors (other than the Executive Headteacher);
- The Executive Headteacher;
- The Head of School;
- Such other associate members as may be appropriate from time to time.

3. The quorum shall be i) three governors who are members of the committee and ii) the Executive Headteacher or Head of School

- The Head of School will have voting rights on this Committee
- The committee shall determine whether to give voting rights to associate 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 planning and delivery

- 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 develop and review policies identified within the school's policy review programme and in accordance with its delegated powers.
- 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 Executive Headteacher/Head of School /SENCO.
- To hear appeals against the Executive Headteacher/Head of School's decision to lift or change National Curriculum for a particular pupil. Any sub-committee formed to hear such appeals would not include the Executive Headteacher/Head of School.

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, including any underachieving groups
- 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 monitor and evaluate the wellbeing of staff and pupils to provide a supportive environment that ensures positive engagement from all.
- 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 (e.g. Ofsted or local school improvement advisers), agree actions as a result of reviews 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.

Engagement

- To monitor the school's publicity, public presentation and relationships with the wider community.
- To identify and celebrate pupil achievements
- To oversee arrangements for educational visits, including the appointment of a named co-ordinator.
- 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.

Other

- 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.