



## Terms of Reference Curriculum Committee

### General Terms

- To act on matters delegated by the full governing body.
- To liaise and consult with the Resources Committee where necessary.
- To contribute to the School Development Plan.
- To consider safeguarding and equalities implications when undertaking all committee functions.
- The Terms of Reference document will be reviewed annually.
- To report and make recommendations to the Governing Board at the next Full Governing Board meeting.

### Quorum

- Three trustee members of the committee and the Principal or their nominated deputy

### Meetings

- Minimum one meeting per term. Committee meetings will not be open to the public, but minutes shall be made available. Any 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.
- In the absence of the clerk, the committee shall choose a clerk for that meeting from among their number (someone who is not the Principal).
- The draft Part 1 minutes of each meeting will be circulated at least 5 clear working days before with the agenda for the next ordinary meeting of the full governing board. The draft Part 2 minutes will also be made available on Governor Hub and at the full governing board meeting when the drafts will be presented by the committee chair (or in his/her absence another member of the committee).
- Any decisions taken must be determined by a majority of votes of trustee committee members present and voting.

### Curriculum planning and delivery

- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the full governing board the:
  - Curriculum statement
  - Self-evaluation form
  - School Development Plan
  - Targets and measures for academy improvement to the governing body, including remote learning as required.
- To develop and review policies identified within the academy's policy review programme and in accordance with its delegated powers, and statutory curriculum policies are in place such as relationship & sex education.
- To ensure that the requirements of vulnerable and pupil premium children and those with special educational needs are met, as laid out in the Code of Practice, and ensure that the mental health and

wellbeing of pupils and staff is supported, with termly reports received from the Pupil Disadvantaged Lead/SENCO/designated Senior Mental Health Lead and an annual report from the SEND link trustee.

- Consider new legislation in respect of curriculum matters and advise the governing board.
- To support the development and use of the Academy grounds for curriculum delivery and enrichment.

## Assessment and improvement

- To monitor and evaluate the effectiveness of leadership and management of the curriculum and its elements.
- To receive reports and question 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 and advise the resources committee on any pay recommendations.
- To advise the resources committee on the relative funding priorities necessary to deliver the curriculum.
- To set priorities for improvement, monitor and evaluate the impact of development plans which relate to the committee's area of operation.
- To monitor and evaluate provision for all groups of vulnerable children (for example looked after children) and ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- To regularly review and develop the Assessment Policy and to ensure that the policy linked to curriculum areas is operating effectively.
- To consider recommendations from external reviews of the school (for example Ofsted or the school improvement partner), agree actions as a result of reviews and regularly evaluate the implementation of the plan.
- To ensure that all children have equal opportunities.

## Engagement with the community

- To monitor the school's publicity, public presentation and relationships with parents and the wider community.
- To identify and celebrate pupil achievements.
- To oversee arrangements for educational visits, recommending appropriate support from the resources committee as necessary.
- To ensure all statutory requirements for reporting and publishing information in alignment with this terms of reference are met and the school website content is fully compliant and presented in an accessible way.

November 2023