



CURRICULUM COMMITTEE

TERMS OF REFERENCE

MEMBERSHIP

The membership of the committee will be a minimum of four Governors, plus the Headteacher and should reflect all elements composing the full Governing Body.

In the event of the Headteacher not electing to be a Governor then they will be co-opted onto the committee. However, this would preclude them from having any voting rights.

Additional non-voting members can be co-opted onto the committee, if required, to assist in resolving specific issues. These co-opted members need not necessarily be Governors. The School Business Manager may be one of the co-opted members.

The chair is to be elected by members of the committee.

QUORUM

The quorum shall be three members (excluding any co-opted members) and, unless the Headteacher agrees otherwise, the Headteacher.

MEETINGS

Meetings will be held as required but not less than one per term.

Meetings will normally be convened by, either the Clerk to the Governing Body on behalf of the committee Chair, or by a meeting of the Full Governing Body. In either case notice of the meeting will be issued between seven and fourteen days before the meeting, together with details of the purpose of the meeting and the necessary supporting information. However, providing the details of the purpose of the meeting and the necessary supporting information can be prepared to give sufficient time for committee members to read it before the meeting, a shorter notice period can be agreed by the Chair of the Committee.

The role of the secretary to the committee will normally be undertaken by the Clerk to the Governors or in their absence any other appointed committee member.

FUNCTIONS

1. To advise the Governing Body in relation to its statutory obligations on matters pertaining to the curriculum, in consultation with the teaching staff and other sources of educational expertise.;
2. In relation to the above to take into consideration the representations and views of the Headteacher and the local community; and make any necessary recommendations to the Governing Body;
3. Ensure that the National Curriculum and the Early years Foundation Stage is being delivered in the School;
4. Consider formal complaints about modification to, or disapplication of, the National Curriculum in respect of individual pupils and in respect of any part of

the curriculum and make appropriate recommendations to the Governing Body about the required action;

5. Ensure that parents, and where relevant, other interested parties, are kept informed thereby ensuring partnerships;
6. Review the arrangements for assessment of pupils at the end of Key Stages 1 and 2 and make recommendations to the Governing Body as necessary;
7. Ensure, on behalf of the Governing Body, that any statutory return is duly completed;
8. Raise the awareness of all Governors of school curriculum matters and to act as a resource and reference group in this regard;
9. Monitor, on behalf of the Governing Body, and advise as necessary, the times and length of school sessions and the dates of school terms and holidays;

MANDATORY TASKS:

1. Review on a regular basis the school's national curriculum aims;
2. Review on a regular basis the school's policy and provision for sex education;
3. Review on a regular basis the school's provision for daily collective worship;
4. Agree and monitor annual targets for end stage assessment set by Local Authority;
5. To ensure named Governors are responsible for English, Maths, Science, computing and SEN provision within the school;
6. To regularly review the effectiveness of pupil premium funding and sports funding. Further, to ensure that the statutory requirement to publish information regarding pupil premium funds is met annually;
7. To review and approve schedule of policies delegated by FGB to this committee - App 1.

In carrying out these functions the committee must always act in accordance with decisions of the Full Governing Body.

COMMITTEE AND COMMITTEE MEMBER RESPONSIBILITIES

TRAINING

It is expected that committee members will make themselves available to attend relevant training courses and meetings in order that their knowledge remains up to date.

DELEGATED POWERS

The committee will ensure that its Terms of Reference will cover all subjects delegated to it by the Statement of Delegation approved by the FGB. This will be reviewed annually by committee and approved by FGB.

MINUTES

Minutes of all committee meetings are to be made available to each meeting of the Governing Body by the Committee Clerk, together with a verbal report thereon explaining any decisions and actions taken.

Any disputes between committees will be resolved by the Full Governing Body.

Reviewed: 23rd October 2020
Ratified: 18th November 2020
Review: Annually in autumn term

APPENDIX 1 – SCHEDULE OF POLICIES DELEGATED TO THE CURRICULUM COMMITTEE (2020-21)

1. Calculation
2. Collective Worship
3. Designated teacher for Looked after Children (to be approved by the FGB)
4. E- Safety
5. Foundation Stage (EYFS)
6. Home learning
7. Home School Agreement
8. Learning, Teaching and Assessment
9. PPG
10. Prevent
11. PSHE
12. RE
13. Relationships and sexual education