



Kilby St Mary's C of E (Aided) Primary School

Curriculum Committee Terms of Reference

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| Date agreed: | Ratified by the Full Governing Board on 07/06/2023 |
| Review date: | (annually) |
| Chair of committee: | Joy Richardson |
| Vice Chair of committee: | n/a |
| Others in attendance: | |
| Clerk: | Rachel Middleton |
| Membership: | Rebecca Hartshorne (Headteacher), Joy Richardson, Judith Spence, Stuart Coles, Rupert Dehaene-Gold |
| Quorum: | Three Governors |
| Meetings: | At least once a term |

The Curriculum Committee has delegated responsibility to:

1. review the curriculum offer, ensuring that [statutory requirements](#) are met
2. ensure that the curriculum offer reflects the school's values
3. ensure that the curriculum meets the needs of **all** pupils regardless of ability, age, sex or ethnicity.
4. ensure that the requirements of pupils with special educational needs and disabilities (SEND) are met, as laid out in the Code of Practice.
5. ensure that the curriculum provides opportunities for pupils to become physically confident in a way which supports their health and fitness.
6. ensure that [required information](#) relating to the school's curriculum is published on the school's website
7. monitor and evaluate the results of pupil's learning in terms of progress and attainment and how well pupils perform in examinations and assessments.
8. evaluate the impact of the curriculum in terms of pupils' preparedness for the next stage of education.
9. monitor and review the progress and attainment of specific groups of pupils including those in receipt of pupil premium funding and pupils with SEND.
10. monitor and evaluate the impact of continuing professional development on the quality of teaching.
11. advise the Finance & Resources Committee on the funding priorities necessary to deliver the curriculum.
12. consider recommendations relating to teaching and learning from external reviews of the school (for example, Ofsted or local school improvement advisers), and ensure an appropriate plan is in place to act on any recommendations.
13. review and monitor any policies delegated by the Full Governing Board

Policies delegated by the Full Governing Body for approval by the Curriculum Committee

- Anti-Bullying Policy
- Equality information and objectives (public sector equality duty) statement for publication
- Accessibility plan
- Special Educational Needs Policy
- Supporting Pupils with Medical Conditions
- Home School Agreement

- Attendance Policy
- Young Carers Policy
- Teaching & Learning Policy
- Remote Learning Policy
- E-Safety Policy
- Curriculum Policy
- Curriculum Statement
- Early years foundation stage (EYFS)
- Relationships Education and RSE Policy (which should be published on the school website)
- Drugs Education Policy
- Outdoor Education Policy
- Assessment Policy
- Homework Policy

Meetings

Committee meetings will be held at least once a term. Any variation to the meeting pattern must be agreed by the Full Governing Board.

The Chair of the Committee is approved by the Full Governing Board on an annual basis.

A Vice Chair of the Committee is approved by the Full Governing Board on an annual basis.

The Presiding Governor for meetings of the Sub-Committee shall be the Chair or if absent, the Vice Chair.

The Clerk will make a record of all proceedings at each meeting. Draft minutes will be circulated to the Chair for draft approval (and to the Headteacher to check factual accuracy) within seven days of the meeting. They will subsequently be emailed to Governors.

The Chair of the Curriculum Committee will report the work of the Committee to the termly meetings of the Full Governing Board

The Committee will liaise with such other committees and invite members of other committees to attend its meeting as deemed appropriate.

Any matters which may be in conflict with the work of another committee must be referred to the Full Governing Board.

Specific Tasks and agenda items

Autumn term

- To review Self Evaluation Form (SEF)
- To receive School Development Plan, making a recommendation to the Full Governing Board (SDP)
- To review achievement and progress data for the previous academic year

- To review achievement and progress data for the Autumn Term
- Monitor and evaluate the impact of any teacher CPD on the quality of teaching
- Review Governor monitoring reports (visits conducted in later summer term)
- To review/identify link governor responsibilities relating to curriculum and pastoral care
- To make recommendations for a schedule of Governor monitoring visits, Learning Walks, Book Looks and discussions with teachers and pupils
- Review pupil wellbeing
- Review and approve policies delegated to the Committee
- Identify any training needs for Committee members
- Identify matters to refer to the Full Governing Board

Spring term

- Review progress against the SEF and the SDP
- Review in-year pupil progress data
- Review the SEND local offer
- Review impact of Pupil Premium Funding
- Receive a report on the progress and wellbeing of Looked After Children
- Review progress on embedding British Values
- Review Governor monitoring reports (from late autumn and early spring), check these are on schedule
- Receive appropriate Link Governor reports relating to the curriculum and pastoral matters
- Review and approve policies delegated to the Committee
- Receive reports on any learning from Governor training sessions
- Identify matters to refer to the Full Governing Board

Summer term

- To review and adopt the Home School agreement
- Review in-year pupil progress data
- Monitor and evaluate the impact of any actions or interventions taken to address differential standards of achievement or rates of progress within groups of pupils
- Review the curriculum offer, curriculum intent and impact
- Review pupils' preparedness to progress to next stage of education
- Review progress against the SEF and the SDP
- Review Governor monitoring reports(from late spring and early summer), check these are on schedule
- Receive appropriate Link Governor reports relating to the curriculum and pastoral matters
- Review and approve policies delegated to the Committee
- Receive reports on any learning from Governor training sessions
- Review the format and volume of reports received by the Committee relating to progress and attainment
- Review terms of reference, making any recommendations to the Full Governing Board
- Identify any specific areas for Committee monitoring for the year ahead
- Identify matters to refer to the Full Governing Board

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