



SHAWFIELD PRIMARY SCHOOL

TERMS OF REFERENCE

CURRICULUM AND STANDARDS COMMITTEE

General Terms

- To act on matters delegated by the full Governing Body.
- To liaise and consult with other Committees where necessary.
- To monitor and contribute to the School Improvement Plan.
- To consider Safeguarding and Equalities implications when undertaking all Committee functions.

Membership

- The Committee will consist of: - A minimum of 3 Governors. - Headteacher or nominated representative.
- The Chair of this Committee will be identified by the FGB and serve a 1 year term.
- The Chair will, where necessary, have a casting vote.

Quorum

- 2 Governors and the Headteacher (or nominated representative) will represent a quorum.
- The Committee may invite other Governors and/or Associates to attend as it deems necessary.
- The Committee will not meet without the Headteacher (or a nominated representative) being present unless a failure to meet would be detrimental to the school.

Meetings

- The Committee will meet at least once per term or otherwise as required.
- The Agenda will be agreed by the Chair, Clerk and Headteacher, with reference to the TOR, and sent to Committee members at least 7 days before the meeting with relevant papers.
- The meetings will be minuted by a nominated representative within the committee. The minutes will highlight questions asked by the Governors to support and challenge the school. The minutes will be available within 10 working days of the meeting being held.
- In the absence of the Chair, the Committee shall choose an acting Chair for that meeting from among their number.
- The Committee shall keep a record of all meetings. The minutes will be circulated to all Governors and used to provide detailed feedback. A verbal Summary Report, highlighting key issues from the minutes, will be an agenda item on the following full Governing Body

Agenda.

- Any decisions taken must be determined by a majority of votes of Committee members present and voting – but no vote can be taken unless a majority of those present are Governors.

Curriculum Planning and Delivery

- To review, monitor and evaluate the Curriculum Intent, Implementation and Impact.
- To recommend for approval to the full Governing Body: - Self-Evaluation Form. - School Development Plan. - Targets for School Improvement.
- To monitor and review Teaching and Learning and Curriculum Policies identified within the School's Policy Review Schedule and in accordance with its delegated powers (e.g. SEND, Home Learning, Relationships and Sex Education and Behaviour/Discipline)
- To ensure that the requirements of children with Special Educational Needs and Disabilities are met, as laid out in the SEND Code of Practice.

Assessment and Improvement

- To monitor and evaluate the effectiveness of Leadership and Management and Self Review of the Governing Body.
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement. This will include the comparison of school performance to national benchmarks (RAISEonline) and identifying trends over time.
- 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 monitor and evaluate attendance patterns and trends.
- To set priorities for improvement, and 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 (Pupil Premium, SEND, EAL, LAC, GRT etc) 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 is operating effectively.
- To consider recommendations from external reviews of the school (e.g. Ofsted, Local Authority, Peer Reviews), agree actions as a result of reviews and evaluate regularly the implementation of and plans developed.
- To ensure that all children have equal opportunities and ensure adequate provision is made for pupils' Social, Moral, Spiritual and Cultural Development.
- To advise the Finance and Staffing Committee on the relative funding priorities necessary to deliver the Curriculum.
- Monitor and review the breadth and balance of the School's Curriculum and ensure the School Curriculum addresses the expectations of relevant National Curriculum requirements.
- Monitor and review the contribution and impact of partnership and collaborative working on the School's development.

- Monitor the provision and quality of extra-curricular provision.

Safeguarding

- Review and monitor alongside the nominated Governor for Safeguarding, the Child Protection Policy and procedures and responses to any advice from audits and reports from the nominated Safeguarding Governor.
- Monitor and review pupil behaviour including rates of exclusions and incidents of bullying and racism.
- Monitor and review rates of Attendance, Punctuality and Absences.
- Review, adopt and monitor the Equality and Equal Opportunities Policies.
- To evaluate the School's contribution to pupil well-being, including the extent to which pupils feel safe, adopt healthy lifestyles and contribute to the School and wider community.

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 content is fully compliant and presented in an accessible way.
- To evaluate the engagement of parents with the school, parental views and how these are taken into account and consider ways in which home-school links can be further developed, making appropriate recommendations.
- To monitor the effectiveness of partnerships with other schools, external agencies and the community, to improve the school, extend the Curriculum and increase the range and quality of learning experiences for pupils.

Agreed by Shawfield School Governing Body – Sophie Manning (Chair of Curriculum & Standards Committee)

Review period: Annual

Next Review: September 2026