

## GRANTA SCHOOL

### Terms of Reference for the Curriculum Committee 2024-25

#### **MEMBERSHIP**

The Curriculum Committee shall consist of not less than four governors and the headteacher (or his/her representative).

The committee may appoint Associate members as agreed by the governing body. These members will serve in an advisory capacity and may include staff nominated by the headteacher following consultation with the committee. Associate members may vote although may be excluded from items involving individuals.

Other members of the governing body may attend meetings of the Curriculum Committee and may contribute to discussions on matters under consideration.

#### **QUORUM**

The quorum shall be three governors.

#### **MEETINGS**

The committee shall meet termly or more frequently as may be required from time to time.

Each term the committee shall review the dates of future meetings to ensure that a schedule exists for the academic year.

#### **CHAIR**

The chair of the committee shall be formally appointed at the first meeting of the Autumn term each year but discussion and agreement prior to this may take place at the first FGB of the year to clarify and optimise governor deployment.

If the chair is absent from a meeting, another governor may be elected to take the chair.

#### **CLERK**

The meeting will be clerked by the school's allocated Camclerk

#### **STANDING ORDERS**

The agenda for the meeting shall be distributed at least seven days before the meeting.

A summary of decisions taken, and points for action, will be kept as a record of the proceedings of the meeting, and a summary circulated with the papers of the next full meeting of the governing body.

Where there is an equality of votes for and against a particular resolution the matter will be referred back to the next full meeting of the governing body.

#### **TERMS OF REFERENCE**

***DELEGATED RESPONSIBILITIES OF COMMITTEE*** - Decisions on the following matters may be taken by the Committee:

1. Reviewing the effectiveness of the pupil behaviour and discipline policy
2. Monitoring and reviewing the progress of school priorities in the School Development Plan.

3. Agreeing the annual statutory and non-statutory pupil performance targets and monitoring and reviewing progress.
4. Monitoring and reviewing pupil and staff attendance in relation to its impact on curriculum.
5. Preparing, with the Head teacher, for an Ofsted inspection.
6. Approving curriculum policies and monitoring their implementation.
7. To provide, directly or indirectly, critical friend support to subject leaders in school and the school's SLT in curriculum development.
8. Supporting the development of, and approving, the school prospectus and other school documentation and information that fall under the remit of the curriculum committee.
9. With the Head teacher, reviewing the overall effectiveness of the school's curriculum and the overall quality of teaching and learning.
10. Offering critical challenge to the senior management team by monitoring the impact of innovations and changes to the curriculum.
11. Ensure effective management of the pupil premium spending to show progress
12. To manage discussions and information sharing in line with the expectations contained within GDPR.

**ADVISORY ROLE OF COMMITTEE** - Under the School Government Regulations, the following matters may not be delegated. The Committee may, however, make recommendations on them:

1. The provision for relationships and sex education.
2. The policy and provision for religious education and collective worship.
3. The statement of general principles for pupil behaviour and discipline
4. Timing of school sessions
5. Approval and review of the home-school agreement.

#### **DECLARATION OF INTERESTS**

When there is a conflict between the interests of any governor and the interests of the governing body, that person must declare the interest and withdraw from the meeting. If there is any dispute as to whether a person must withdraw from a meeting under the regulations on governing body procedures, the other governors present at the meeting will decide on the matter.

Approved at Cmt 8<sup>th</sup> Oct 2024  
Next Review Date: Autumn 2025