



# Canon Pyon CE Academy

## Terms of Reference

### CURRICULUM AND ACHIEVEMENT COMMITTEE

#### Membership

The Committee will comprise 3 or more governors plus up to 3 associate members.

#### Quorum

The quorum for meetings of the Committee is 2 governors. *The meeting will not take place unless the head teacher or her/his representative is present.*

#### Clerking

The clerk to the committee is will be elected at the beginning of each meeting. The minutes of this meeting are to be distributed to all governors at least 7 days prior to the main governing body meeting.

#### Meetings

The Committee will meet at least once a term, in advance of the main governing body meeting, with additional meetings as necessary

**Responsibilities:** all committees have the following responsibilities:

- To receive reports from members of staff about matters relating to any of the issues listed in their terms of reference.
- To contribute to, monitor and evaluate relevant parts of the self evaluation summary, the school development plan and the policies allocated to them, reporting or making recommendations to the full governing body.
- To consider recommendations from relevant external reviews, to agree the actions needed to address any issues identified and to monitor and evaluate regularly the implementation of any plan agreed, reporting or making recommendations to the full governing body.
- To take appropriate action on any other relevant matter referred by the governing body.

**The Curriculum and Achievement Committee** will oversee pupil achievement, ensuring the school provides a high quality learning experience and delivers a broad and balanced curriculum in keeping with the school's aims, all pupil needs and legal requirements.

In particular the committee will:

- keep under review the school's curriculum policy,
- recommend to the governing body the school's pupil performance targets

- monitor school based, local and national performance data and reports (e.g. Raiseonline), evaluating achievement and analysing the performance of different groups and subjects
- keep under review the SEN policy, monitoring provision and ensuring that the school fulfils its responsibilities for pupils with special educational needs and with disabilities;
- monitor the provision for and evaluate the progress and attainment of vulnerable groups e.g. children eligible for FSM, looked after children, young carers, and evaluate the effectiveness of intervention strategies;
- evaluate the monitoring of the quality of teaching and learning;
- keep under review provision and policies for sex and relationships education, religious education and collective worship and make recommendations to the governing body as necessary;
- Ensure that the school meets the General and Specific Equality Duties in relation to teaching and learning, curriculum, achievement and progress;
- determine, monitor and evaluate the range and the impact of extended activities on pupil learning;
- determine, monitor and evaluate the charging policy for school activities;
- agree any changes to school session times

#### **Statutory policies and documents**

- Sex education
- Special Educational Needs
- Publication of equality information and objectives (Public Sector Equality)
- Curriculum

