



## St Clare's Catholic Primary School

### Curriculum & Standards Committee

#### TERMS OF REFERENCE

##### **Membership**

The committee shall consist of not less than six governors. Membership should include the Headteacher and at least four non-employees. The committee may make recommendations to the governing body for co-option of non-governor members and advise whether or not such members should be given a vote.

##### **Quorum**

No business can be conducted unless at least four governor members of the committee are present including three governors who are not an employee of the school.

##### **Chair**

The Chair and Vice-Chair should be a non-employee of the school and elected by the full governing body.

##### **Accountability**

Each meeting of the committee must be clerked. The clerk can be the clerk to the governing body, a governor or an employee of the school, with the exception of the Headteacher of the school. Minutes will be circulated to members within seven days of the meeting. The committee will report back to the full governing body by submitting minutes which record decisions made, actions to be taken and/or recommendations for further consideration

##### **Activities**

- to establish, monitor and review the impact of the school's Curriculum Map on Teaching & Learning, SEND provision and other curriculum related activities.
- to promote extra-curricular / enrichment activities
- to receive curriculum progress reports from the head and others including an analysis of the annual ASP and IDSR reports and information about non-statutory assessment and testing in order to monitor, review and evaluate the standards of achievement, seek to make continuing improvements and inform target setting
- to liaise with, consult with, and provide information to, parents and the wider community on matters relating to the curriculum as required
- to receive a report at each meeting of whole school and class attendance data
- to celebrate children's achievements
- to contribute in collaboration with the staff to establishing, monitoring and evaluating the SSDP relating where appropriate to premises, health and safety and providing a quality learning environment

## Objectives

- to ensure that all matters relating to the curriculum are considered in accordance with the Mission Statement and Aims of the school which are based on Gospel values
- to review the policy and provision for collective worship and RE in line with the Diocesan agreed syllabus ‘The Way, The Truth and The Life’ and make recommendations for change as necessary
- to contribute, in collaboration with the head and staff, to establishing, monitoring and evaluating sections of the School Strategic Development Plan relating to teaching, learning, curriculum and quality of provision and to oversee any key issues relating to curriculum delivery in line with guidance
- to ensure the school’s self-evaluation is kept up to date and reported on at each standards & curriculum committee meeting
- to ensure that the whole school curriculum is: broad and balanced; relevant to the needs of all children; provides continuity and progression; adequately resourced
- to ensure that the National Curriculum is taught and EYFS Framework followed and associated assessment procedures are carried out in line with the legal framework
- to review the school’s provision for Personal, Social, Health & Citizenship Education and Education for Personal Relationships, taking account of Diocesan, Local Authority & Government guidance
- to ensure that targets for pupil achievements and progress are set and made available as required
- to ensure that the school premises, grounds, equipment and materials are safe and do not put health at risk