



The Quinta Primary School
Teaching, Learning and Achievement Committee
Terms of Reference

Purpose

To support the continuous improvements of the curriculum in the school thereby delivering better education and raising standards in the school.

Membership

The Curriculum Committee will comprise at least three Governors (no more than 5) including the Headteacher or nominated representative (who may attend as many or as few meetings as voting members see fit).

Quorum

A committee meeting has full powers to act under the Terms of Reference with a quorum of three Governors including the Headteacher or nominated representative. The Committee will elect a Chair and Secretary at the first full Governing Body of the school year. Each meeting of the Committee will be minuted by the Secretary / Clerk.

Objectives

1. To advise the Governing Body on the school's curriculum policy in relation to the L.A.'s curriculum policy and to the statutory curriculum requirements.
2. To provide information to Governors about how the curriculum is taught, evaluated, financed and resourced.
3. To establish a system of review whereby Subject Leaders provide a report to explain the strengths, weaknesses and development points in their area to the committee; the committee will receive at least one different subject report per term.
4. To establish a system that ensures the committee has an understanding of both attainment and achievement in the school in relation to local and national data.
5. To develop a personal working relationship with staff, so that the Committee is seen as supportive mechanisms for improvement and to move forward the School Development Plan.
6. To review the policy and provision of both religious and sex education and make recommendations to the full Governing Body.
7. To ensure that the school meets the requirements of children with Special Education Needs.
8. To ensure the concerns/complaints regarding the curriculum and religious worship are responded to.
9. To ensure minutes with decisions and action points are taken at each meeting and circulated promptly to all members of the Governing Body and the Clerk to Governors.

Committee Accountability

The Curriculum Committee is accountable to the full Governing Body.

Subject to statutory limitations, the Curriculum Committee shall make recommendations on curriculum matters on behalf of the Governing Body. Where possible, decisions taken by the Committee will be ratified by a meeting of the full Governing Body.

This Committee was incorporated by Minute No. 8 of the School's Governing Body Meeting held on 13.11.14 . The composition and terms of reference will be reviewed annually in the Spring Term and the appointment of the Chairperson and clerk will be confirmed.

Approval of Terms of Reference

This Committee was incorporated by Minute No. 7 of the School's Governing Body Meeting held on 16th November 2016. The composition and terms of reference will be reviewed annually at the full governing board in the Autumn Term. Jim Barlow was appointed as Chairperson. The LA clerk to the governors is appointed as clerk to the full governing body and committees.

Approved 16.11.16 Committee & Full Governing Body