

CURRICULUM AND ACHIEVEMENT COMMITTEE TERMS OF REFERENCE 2022-23

Committee Composition

The Committee will be Chaired by a non-Teacher Governor (elected by the Governing Body) and will comprise of 2 or more additional non-Teacher Governors, the 2 Head Teachers (Infant School), Head Teacher (Junior School) and the Teacher Governors. Non-voting participants (e.g. the Deputy Head teachers or curriculum coordinators) may be invited, as appropriate, to meetings. The membership of the Committee shall be reviewed and determined annually by the Governing Body.

Quorum

The quorum is 2 non-Teacher Governors and a Head Teacher (or a senior leadership team representative nominated by the Head Teacher) from each school.

Minutes

Minutes of meetings of the Committee will be taken by the clerk to the Committee (appointed by the Governing Body) (or a non-teacher governor in the absence of the clerk at any meeting). Minutes will be signed as a record by the Chair and filed at the Schools' office and placed on Governor Hub (file management system for governors) for access by all governors.

Meetings

The Committee will meet twice a term, in advance of the main governing body meeting, and/or otherwise as required.

Main functions

The Curriculum and Achievement Committee will oversee pupil achievement, ensuring the school provides a high-quality learning experience and delivers an ambitious curriculum for all pupils in keeping with the school's ethos and vision and legal requirements.

In particular the Committee will:

- keep under review the school's curriculum policy and statutory obligations in relation to the National Curriculum
- ensure that the curriculum is ambitious for all pupils
- review the school's pupil performance targets
- monitor school based, local and national performance data and reports (e.g. IDSR and Analyse School Performance (ASP)), evaluating achievement and progress and analysing the performance of different groups and subjects
- monitor and evaluate Equality, Inclusion and Diversity policy, including equality statements/targets.
- provide support to the Link Governors for Pupil Premium, SEND, Equality Diversity & Inclusion, Environmental Sustainability, EYFS, as needed

- monitor evaluation of the quality of teaching and learning
- review the schools' Strategic Plans, reports of the LA Link Adviser and the self-evaluation forms (SEFs) and identify areas for monitoring by committee governors
- understand what and when pupils learn about climate science and climate change and how and when pupils learn about the concepts of environmental sustainability, such as the impact of human activity and biodiversity
- encourage such teaching to take place across all subject areas and seek to ensure that the curriculum maintains an awareness of the implications of raising sustainability issues (such as eco-anxiety) and seeks to foster a sense of hope through pro-environmental behaviour
- review the schools' provision of outside learning to ensure pupils develop knowledge and understanding of the local environment and develop positive attitudes and behaviour towards the environment
- ensure that the school meets the General and Specific Equality Duties in relation to teaching and learning, curriculum, achievement and progress
- monitor the range and impact of extended activities on pupil learning
- review the range of extra-curricular and the charging policy for these
- review and approve any curriculum and achievement committee delegated policy document which is the responsibility of the full governing body;¹
- ensure the schools' curriculum statements are published and otherwise seek to ensure that the schools' website is up to date with respect to curriculum matters
- maintain as a working document an action plan for the committee identifying priorities for the current year (accessible to all governors on Governor Hub)
- identify relevant training for committee governors to undertake
- allocate subjects to committee governors for special responsibility, for review of subject leader reports and for support and challenge discussions throughout the course of the year
- agree on appropriate learning walks and monitoring visits; undertake these and centrally record them
- review and approve for publication statutory Statements for Pupil Premium Grant and Sports Premium Grant

Alice Prosser

Chair of Curriculum and Achievement Committee

Date: 18th October 2023

¹ Refer to Honeywell Statutory Policy and Information Compliance Schedule on Governor Hub