



Curriculum Committee ToR (terms of reference) Aldermaston CE Primary School

Version: 1

Reviewed by: Curriculum Committee

Date adopted by FGB: September 2020

Review by: September 2021 (1 year)

Role	Signature	Date
Headteacher	Mrs M Higgs	
Chair of Governing Board	Mrs S Chaventre	

**MEMBERSHIP**

Membership of the committee will be no fewer than 3 governors, plus the Head teacher.

QUORUM

The quorum for each meeting shall be 3 governors of which only one can be a staff governor.

MEETINGS

The committee is to meet 4 times per year and otherwise as required, using the terms of reference as a guide to agenda setting. The committee clerk will be responsible for arranging meetings, taking and distributing the minutes (together with other relevant papers) and following up agreed actions.

FUNCTIONS

- Ensure the curriculum is balanced, broad, and challenging, meeting the needs of all pupils and complies with statutory requirements.
- Ensure that the curriculum is cohesive and ambitious and that learning is clearly and logically planned to show progression from EYFS to Y6 in all subjects
- Ensure that reading and teaching of reading is well taught and includes a range of different authors and literary styles. The curriculum should be clear about the range, breadth and depth of texts that pupils encounter and both progression and cohesion should be clear to see.
- Using available data sources to perform the task:
 - Monitor and evaluate standards of attainment and rates of progress of pupils against national and local indicators, and the targets set for the school.
 - Assure the needs of all pupils are being met, including able pupils, SEN and Pupil Premium, and under-achieving groups. Ensure Sports Grant funding is well planned, balanced and meets the needs of all pupils
 - Monitor and evaluate the quality of teaching and the performance & management of staff as they relate to standards of achievement and rates of pupil progress. Develop tools and measurements (within the constraints of anonymity as appropriate) to perform the tasks. Assess whether or not curriculum leaders are developing the knowledge to confidently lead their areas of responsibility
 - Assure curriculum resource requirements, professional development of staff and fit for purpose appraisal processes are in place
- Receive termly updates from Subject Coordinators, individually or via Staff Governor representatives.
- Manage the creation and update of the School Development Plan (SDP) as it relates to Achievement of Pupils and Quality of Teaching, ensure it reflects appropriate goals, and monitor their attainment. Maintain the relevant sections and advise the FGB of any necessary amendments and incorporate into updated formal versions.

PERTAINING TO ALL THE ABOVE FUNCTIONS

- Set priorities and actions to achieve stated goals and targets; monitor their impact and effectiveness; and take additional action where desired results are not achieved
- Provide concise reporting to Full Governing Body on the goals set, progress achieved, on-target and under-performance, and critical actions in place
- Ensure all committee governors possess the skills or gain appropriate training for the Committee to perform effectively
- Organize appropriate communications to stakeholder groups.



POWERS

The committee has delegated power to make its own decisions on behalf of, and without referral to, the full governing body, except where the subject matter requires full governing body consideration by law or in accordance with the school's established scheme of delegation.

REPORTING BACK

The committee is to report to each meeting of the full governing body.

REVIEW

These Terms of Reference will be reviewed annually by this Committee and submitted to the Full Governing Body for ratification.