

## **Curriculum and Standards Committee – Terms of Reference**

### **Membership**

The committee shall consist of up to 10 members of the governing board. The headteacher is an ex-officio member of the committee.

Non-voting participants may be invited to meetings by the committee as and when required.

The committee will elect a chair from within its own membership.

The committee shall have such associate members, non-voting, as the governing board shall appoint. The committee may make recommendations for these appointments.

The committee may have associate members with voting rights appointed by the governing board. The committee may make recommendations for these appointments.

The membership of the committee shall be reviewed and determined annually by the governing board.

### **Quorum**

The quorum shall be a minimum of 4 governors, including the headteacher, but excluding any non-governor members. Staff members must not be in the majority.

### **Meetings**

The clerk to the committee shall be responsible for convening meetings of the committee. Procedures of any meetings held must be minuted and these minutes presented for the next meeting of the governing board.

The committee shall meet at least once a term and otherwise as required.

### **Responsibilities**

The main function of the committee is to advise the headteacher and governing board on matters concerning assessment and improvement, in particular:

1. To review, monitor and evaluate the curriculum offer.
2. To monitor and evaluate progress towards key priorities of the school development plan in the areas of
  - Outcomes for pupils and
  - Quality of education
3. To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement

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4. To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups
5. To monitor and evaluate the impact of continuing professional development on improving staff performance
6. To set priorities for improvement, and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.
7. To monitor and evaluate the progress and achievement of all groups of vulnerable children (e.g. looked after children).
8. To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement advisers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.
9. To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.

Reviewed: [16<sup>th</sup> October 2024](#)

Adopted:

Next Review: [Autumn 2025](#)