



## **CURRICULUM AND STANDARDS COMMITTEE**

### **TERMS OF REFERENCE**

**Review Date: Sept 25**

**Next Review Date: Sept 26**

#### **1. PURPOSE OF COMMITTEE**

- To provide guidance and assistance to the Headteacher and Governing Body in matters relating to the Curriculum and Standards
- To receive regular written and verbal reports on the curriculum and standards and to provide a summary and overview to the full Governing Body
- To provide guidance to the full Governing Body and support for the Headteacher in all matters relating to the curriculum.
- To contribute to and monitor the school development plan, post Ofsted Action Plan (as relevant) in respect of curriculum and standards.
- To receive reports and consultation concerning curriculum and standards' issues on behalf of the Governing Body
- To prepare, monitor and review the School Development Plan
- To monitor, review and approve school policies in relation to curriculum and standards and record in the governor minutes.

#### **2. MEMBERSHIP OF COMMITTEE**

A minimum of three governors plus the Headteacher. In addition, the Governing Body may appoint associated members to the committee in order to draw on expertise and experience from both inside and outside the school.

#### **3. CHAIR AND VICE CHAIR**

To be appointed by the Governing Body at its first meeting in Term 1 and to continue in office until the first meeting of the Governing Board in the following Term 1.

#### **4. QUORUM**

Three governors.

#### **5. MEETINGS**

A minimum of one per term.

Minutes of the meeting will be circulated to the full Governing Body.

#### **6. VOTING AND CONFIDENTIALITY**

All Governors have voting rights.

Associate members shall have limited voting rights, as follows:

- they cannot vote on any decision concerning the budget or financial commitments of the governing body and
- may be excluded from any part of a committee meeting when the item of business concerns an individual member of staff or a pupil.

#### **7. RECORDING AND REPORTING**

The clerk to the governors will record and produce minutes of each meeting and circulate these to all governors for information.

Outcomes and recommendations will be reported to the full Governing Body.

#### **8. REVIEW**

Terms of Reference to be reviewed annually in September.