



# Salendine Nook High School Academy Governing Body

## Curriculum and Monitoring Committee

### Purpose

- To oversee the provision of a school curriculum and environment which allows students of all abilities to achieve their potential;
- To review and evaluate teaching and learning, pupil achievement, progress and standards;
- To oversee and maintain the effectiveness of the Governing Body.

### Quorum

4 Governors

### Reporting to the Full Governing Body

A précis of the business conducted by this committee will be communicated to the full Governing Body by its Chair at the next full Governing Body meeting following a committee meeting, followed by the production of minutes.

### Committee Procedures

- It is the ultimately the responsibility of the Chair of the committee to be aware of these Terms of Reference and to ensure that are followed and that meetings are scheduled and agendas formulated to deal with relevant issues as they arise in the school year;
- The Chair shall encourage all members of the committee to receive appropriate training to carry out their role professionally and in line with legislation, it is the responsibility of individual committee members to obtain the required training;
- This committee will meet no less than 3 times in each academic year;
- In line with our Articles of Association Chairs and Vice Chairs of committees will be elected at the start of each school year. Subject to the Governors as a whole being satisfied with their performance and in the interests of training and succession planning no Chair or Vice Chair is expected to serve for more than six years before standing down.
- In the absence of the Chair, the committee shall choose an acting Chair for that meeting from among them;
- In the absence of the Clerk the committee shall choose a Clerk for that meeting from among their number or a member of staff excluding the Principal;
- In line with Article 101, when deemed appropriate, the membership of this committee may include persons who are not Governors, provided that a majority of members shall be Governors. The Governors may determine whether such Associate Members shall be entitled to vote;
- Any decisions taken must be determined by a majority of votes of committee members present and voting. No vote can be taken unless the majority of those present are governors;



- In line with Article 101 of the Articles of Association the constitution, membership and proceedings of this committee shall be determined by the Governors and its establishment, terms of reference, constitution and membership shall be reviewed at least once in every twelve months;
- In line with Article 102 the Governors may delegate to any Governor, committee, the Principal or any other holder of executive office, such of their powers or functions as they consider desirable to be exercised by them. Any such delegation may be subject to any conditions the Governors may impose and may be revoked or altered.

## Terms of Reference

- Ensure that statutory performance targets are agreed, reported to the Governing Body and published;
- To ensure that the Governing Body is able to hold the Principal to account for the performance of the students by reviewing and monitoring the public examination results and data relating to the achievement and progress of all students and to advise the Governing Body on the performance of the school in the areas of attainment and progress;
- To contribute to the development of the School Development Plan and School Self Evaluation;
- To monitor the progress of the School Development Plan regarding pupil attainment, progress, and curriculum developments;
- To monitor and evaluate provision for all groups of vulnerable children and ensure that all their needs have been identified and addressed, and to evaluate their progress and achievement;
- To ensure that the requirements of children with special needs and disabilities are met, as laid out in the Code of Practice, and receive termly reports from the Principal/SENCO and an annual report from the SEN Governor;
- To monitor and review academic arrangements to ensure the school delivers a broad and balanced curriculum which is in keeping with the ethos of the school and the requirements of the National Curriculum and which is relevant to the needs and abilities of all students and focused on the necessary priorities to ensure that all students make good progress;
- To support, monitor and evaluate the effectiveness of middle leadership and management;
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement;
- Where under performing groups of students have been identified to ensure that initiatives are put in place to address underperformance and to regularly monitor any such initiatives **(when such groups are identified the Chair should consider having this a standing item for all meetings until sufficient improvement is noted)**.
- Where a subject area is identified as underperforming to ensure that the reasons are investigated, identified and corrected. **(When a subject area causes concern the Chair should consider having this a standing item for all meetings until sufficient improvement is noted)**.
- To consider and monitor the impact of Pupil Premium and other “ring fenced” initiatives on outcomes for targeted students;



- To consider curriculum issues which have implications for finance and personnel decisions and to make recommendations to the relevant committees or the Governing Body;
- To co-ordinate Governor links to curriculum and other school link areas, to receive reports regarding these Governor link visits and advise the Governing Body of any relevant issues arising;
- To monitor compliance with, review and approve / recommend approval to the full Governing Body statutory and non-statutory policies and procedures pertaining to this committee (see appendix);
- To deal with all other aspects pertaining to Curriculum and Monitoring not detailed above.

## Appendix

### Policies and Procedures Connected to Curriculum and Monitoring Committee

Policy	Stat or Non Stat	Needs FGB Approval	Review Frequency
Accessibility Plan	Stat	No	3 Yearly
ECT (NQT)	Stat	Yes	Annual
Special Needs and Disability	Stat	Yes	Annual
Appeals Against Internal Ass't for ext. Qual	Non Stat	No	Bi-Annual

#### BTEC Policies:

 Appeals	Non Stat	No	Annual
 Assessment	Non Stat	No	Annual
 Assessment Malpractice	Non Stat	No	Annual
 Blended Learning	Non Stat	No	Annual
 Internal Verification	Non Stat	No	Annual
 Registration and Certification	Non Stat	No	Annual
CACHE/NCFE Appeals	Non Stat	No	Annual
CACHE/NCFE Assessment Strategy	Non Stat	No	Annual
CACHE/NCFE Blended Learning	Non Stat	No	Annual
CACHE/NCFE Conflicts of Interest	Non Stat	No	Annual
CACHE/NCFE Live Exams	Non Stat	No	Annual
CACHE Recognition of Prior Learning	Non-Stat	No	Annual



CACHE/NCFE Regs. For Conduct Of External Assessments	Not Stat	No	Annual
CACHE/NCFE Staff Development & Training	Non Stat	No	Annual
CACHE/NCFE Vocational Courses Assessment Malpractice & Plagiarism	Non Stat	No	Annual
CACHE/NCFE Withdrawal of Learner and Product	Non Stat	No	Annual
Confidentiality	Non Stat	No	Bi-Annual
Disability (Exams)	Non Stat	No	Bi-Annual
External Exams	Non Stat	No	Annual
Exam Contingency Plan	Non Stat	No	Annual
Learner Recruitment Registration And Certification NCFE	Non Stat	No	Annual
Literacy Policy	Non Stat	No	Annual
Marking Policy	Non Stat	No	Annual
Non-Examination Assessment	Not Stat	No	Annual
Numeracy	Non Stat	No	Bi-Annual
Provider Access (Exams)	Non Stat	No	Annual
Resp. Use of Internet and Email	Non Stat	No	Bi-Annual
Special Consideration Policy	Non Stat	No	Bi-Annual
Whistleblowing (Exams)	Non Stat	No	Annual