

# **LINCEWOOD PRIMARY SCHOOL**

## **TERMS OF REFERENCE - CURRICULUM AND PUPIL RELATED**

### **STRUCTURE**

- Membership of the Committee will be a minimum of 5 persons.
- The Headteacher will automatically be a member.
- The Committee will meet at least termly (prior to the full Governing Body Meeting). Additional meetings will be held as required.
- The quorum will be 50% of members, minimum 3, one of whom must be the Headteacher, or Deputy or Assistant Head and 2 non-staff members.
- Minutes will be taken at all meetings and will be circulated to all members of the Governing Body.
- A Chair will be appointed by and from the members of the Committee. In the absence of the Chair at any meeting the committee will appoint one of its members to act as Chair for that meeting

### **CURRICULUM**

- Make recommendations to the Governing Body and review the school's curriculum statement as required in the light of the LA curriculum statement and statutory obligations regarding the National Curriculum.
- Assist in the production and review of an Action Plan following an OFSTED Inspection.
- Review the policy for the provision for sex education and make recommendations where necessary.
- Review the policy and provision for collective worship and RE and make recommendations where necessary.
- Maintain an oversight of the School Curriculum and related areas in conjunction with the Headteacher and Teaching Staff.
- To oversee the production, review and re-writing of policy documents which cover the delivery of the curriculum and the approaches adopted to teaching and learning within the school.
- To oversee the production and review of the School Improvement Plan.
- To consider assessment arrangements for pupils at the end of each Key Stage and monitor and review information about school performance and reporting to parents according to statutory requirements.
- Ensure that adequate provision is being made for children with Special Educational Needs.
- Deal with any matters that may be referred to the Committee by the full Governing Body.
- At least one non staff member of the Curriculum Committee will sit on the Staff Appointments Panel and the Salary Review Committees.

### **PUPIL RELATED**

- To consider general principles on pupil discipline and policy.
- Consider any requests to exclude pupils on a permanent basis.
- Receive reports from the Headteacher of pupils causing concern.
- Receive reports from the Headteacher of pupils excluded on a temporary basis.
- Ensure that there are provisions for equal opportunities in the school.
- Approve a Code of Discipline.