



## **TERMS OF REFERENCE CURRICULUM AND PUPIL PROGRESS COMMITTEE**

### Purpose

- To assist the decision making of the governing body, by enabling more detailed consideration to be given to the best means of fulfilling the governing body's responsibility to ensure sound management of the pupils' learning experience within the academy including proper planning, monitoring and probity.
- To consider safeguarding and equalities implications when undertaking our committee functions
- To make appropriate comments and recommendations on such matters to the governing body on a regular basis.
- To contribute to the SSDP
- Major issues will be referred to the full governing body for ratification.

### Membership

The membership of this committee shall be a minimum of three governors, among whom should be the committee Chair or Head teacher. Where possible, the governors should include a staff governor. This committee will choose its chair. The committee may co-opt non-voting members to assist it to discharge its responsibilities effectively; should it so require.

### Quorum

The Quorum shall be three voting members, one of whom must be the Chair or Headteacher who may nominate a representative in his/her absence who will make his/her vote.

### Meetings

The committee will meet at least once per term.

---

### Functions and Powers

Subject to the requirements of relevant legislation, the committee is authorised:

1. To review monitor and evaluate the curriculum and keep up to date with the changes and adaptations.
2. To hold subject leaders to account
3. To contribute to the formulation of the academy's development plan, through the consideration of matters relating to the curriculum and pupil learning and progress, in consultation with the Headteacher, with the stated and agreed aims and objectives of the academy.
4. To develop and review policies identified within the school's policy review programme and in

accordance with its delegated powers, ensuring the compatibility of all such proposals with the development priorities set out in the development plan.

5. To consider and support effective Marketing and Communications ICT and Policies, inclusive of:

- To review the effectiveness of communication with key stakeholders in matters relating to the curriculum;
- To monitor and evaluate pupil and parent perceptions of the school through questionnaires and report back to parents;
- To liaise with the School Council;

6. To liaise with and receive reports from the Resources committee, Headteacher and others parties, as appropriate and to make recommendations to those committees and/or persons about curriculum aspects of the matters being considered by them including relative funding priorities to deliver the curriculum.

7. Performance:

- To contribute to the relevant section of SEF and the development of the SSDP;
- To consider, advise and monitor available data and external benchmarking information to ensure best practice relative to outcomes and consider additional investment requested to support the same;
- To oversee & scrutinise relevant areas of school performance in line with the pertinent DfE & Ofsted criteria;
- To receive reports from and monitor progress of visits from the SIP and the effectiveness of the SIP visits
- To monitor and evaluate the effectiveness of leadership and management
- To monitor and evaluate the impact of quality of teaching on pupil progress and standards of achievement
- To monitor the effectiveness of teaching and learning in all curriculum areas and the progress for all children

8. SEN/Safeguarding

- To ensure that the requirements of children with special needs and all groups of vulnerable children are met and receive termly reports
- To appoint a governor with special responsibility for SEN and safeguarding and receive a termly report from that governor
- To ensure that the duties to report and account for any safeguarding issues are fulfilled and to receive and monitor termly reports

9. Training

- To monitor and evaluate the effectiveness of governor training
- To provide information to the governing body on training opportunities
- To review when appropriate the skills of the governing body and address any areas of training requirement identified
- To ensure all children have equal opportunities

Disqualification

Any relevant person employed at the school other than as the Headteacher when the subject for consideration is the pay or performance review of any person employed to work at the school.

Report

All actions and decisions of this committee will be reported to the full governing body at its next meeting.

Review

The terms of reference of this committee will be reviewed as necessary, but at least annually

Signed.....  
Chair of CPP Committee