



Curriculum Committee Terms of Reference (ToR) & Key Performance Indicators (KPIs)

Membership

Usually 6 governors including a Staff governor and the Headteacher. Other senior staff will be in attendance as relevant.

Chairmanship

An election will be held annually by the Committee. Governors who are not employed by the school may stand as Chair of the Committee. All committee members may vote.

Clerk/Minutes

The Clerk to the Governing Board will minute Curriculum Committee meetings. In the absence of the Clerk a governor, who is not the Chair of the Committee or the Headteacher, will take the minutes. The minutes will be distributed to the Committee and will be available to all members of the Governing Board.

Confidential minutes of the Curriculum Committee will be shared will only be shared with Governors who were present when the Confidential discussion was held.

Quorum

Three Governors, two of whom must not be Staff Governors.

Frequency of meetings

Four per school year.

Terms of Reference

1. To deliver a broad and balanced curriculum. To ensure that the school fulfills any statutory duties in relation to curriculum provision. Schemes of Work will:
 - be free from any form of indoctrination;
 - comply with equal opportunities legislation; and
 - address any special educational needs of students being taught in the school.
2. To receive, monitor, review and approve targets and results for student progress, achievement and attendance, and to challenge these as appropriate.
3. To ensure equality of opportunity and support for all students, ensuring that there is appropriate challenge for both MABLE (More Able) and SEND (Special Educational Needs and Disability) students.
4. To receive and review recommendations relating to the development and delivery of the Curriculum, and to be informed of staffing requirements.
5. To review, on a regular basis, the school policies which are the remit of this Committee.

6. When appropriate, to discuss and recommend to the Governing Body on the school's Special Educational Needs Policy, in consultation with the Headteacher and the Inclusion Manager or other relevant member of staff, and to ensure a governor is linked to SEND.
7. To receive and monitor progress, achievement and spending in benefit of Pupil Premium students. Review the PP Report and recommend it for publication to the Governing Board.
8. To promote a wide range of extra-curricular activities on- and off-site.
9. To recommend to the Governing Board the times for the start and finish of the school day and the lunchtime period, together with the dates for the beginning and end of school terms and breaks.
10. To ensure that the Student, Parent and local Community Voice are heard.
11. To ensure that parents receive regular, appropriate reports regarding their child's progress, welfare and achievement, and are provided with opportunities to discuss these with staff.
12. To monitor the KPIs, attached to this document, for the areas of responsibility for this Committee.
13. The Committee has been delegated responsibility for review of the policies below:

Policies and other documents that Governing Bodies of maintained schools are required to have by law (DfE Guidance: February 2014)	Review Frequency (*if set by statute)	Last date of Review / Approval	Author	Responsible for approval	To be approved by (date)
Sex & Relationship Education Policy	2 years	Jan-17	AHT:I	CC	Jan-19
Special Educational Needs Policy	1 year	Sep-17	AHT:I	CC	Sep-18
Admissions Policy Annual review with consultation on any changes and consultation if no changes at least every 7 years)	Annual	Dec-16	HT	CC	Dec-18
Freedom of Information Publication Scheme	2 years	Jan-16	RM	CC	Jan-18
Home-school Agreement	2 years	Feb-15	DHT	CC	Feb-17
Careers Education & Guidance	3 years	May-16	AHT:HS	CC	May-19
Curriculum	2 years	Oct-17	DHT	CC	Oct-19
Pupil Premium Policy	2 years	Oct-17	DHT	CC	Oct-19
Teaching and Learning	2 years	Jan-16	AHT:TL	CC	Jan-18
Vocational Education & Work Related Learning	3 years	Mar-16	AHT:HS	CC	Mar-19

These TORS will be reviewed annually.
 Last Review: Jan2018. Next Review: Autumn 2018

Oldfield School

Curriculum Committee KPIs

Responsibility - according to committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG
<p>1. To deliver a broad and balanced curriculum. To ensure that the school fulfills all statutory duties in relation to curriculum provision. Schemes of Work will:</p> <ul style="list-style-type: none"> - be free from any form of indoctrination; - comply with equal opportunities legislation; and - address any special educational needs of students being taught in the school. 	<p>Headteacher's report</p> <p>Head of Faculty reports</p> <p>SLT review of Faculties</p> <p>SIP Curriculum Pillar KPIs:</p> <ul style="list-style-type: none"> • GCSE outcomes for ability groups, PP and SEND are similar to the cohort as a whole. • Delivery of PSHE across all key stages is meeting the Oldfield Standard. • Retention in Sixth form improves. 	<p>Curriculum Committee meetings</p> <p>"</p> <p>"</p> <p>School Improvement Partnership (SIP) reports</p> <p>School Improvement Plan</p>	<p>Annually</p> <p>At each meeting</p> <p>Two Faculties per school year</p> <p>At each meeting</p>	HT	
<p>2. To receive, monitor, review and approve targets and results for student progress, achievement and attendance, and to challenge these as appropriate.</p>	<p>GSCE and A Level Targets:</p> <ul style="list-style-type: none"> • 5+ in E +M – 58% • Progress 8 - +0.1 • A Level –ALPS 3+ <p>Whole-school headline data</p>	<p>Curriculum Committee meeting</p> <p>"</p> <p>"</p>	<p>Annually Term 1</p> <p>Each meeting</p> <p>Each meeting (rotating)</p>	<p>D/HT</p> <p>DHT</p> <p>HoFs</p>	

	<p>Head of Faculty data presentations: Art, Maths, Science, Performing Arts (inc PE, PSHE, Drama, Music), Communications, Humanities.</p> <p>SIP Curriculum Pillar KPIs:</p> <ul style="list-style-type: none"> GCSE outcomes for ability groups, PP and SEND. <p>SIP Academic Excellence KPIs:</p> <ul style="list-style-type: none"> Attainment at GCSE: L5+ E+M 58%. L4+ E+M 80%. L7+ 30%. Progress at GCSE: P8 +0.1, all groups above 0. Progress at A Level: all subjects ALPS 4+. 	School Improvement Plan	At each meeting		
Responsibility - according to Committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG
3. To ensure equality of opportunity and support for all students, ensuring there is appropriate challenge for both MABLE and SEND students.	<p>Headlines provided by SLT</p> <p>SIP Curriculum Pillar KPIs:</p> <ul style="list-style-type: none"> GCSE outcomes for ability groups, PP and SEND. <p>SIP Pastoral Pillar KPIs</p> <ul style="list-style-type: none"> Narrow the gap regarding achievement of SEND students. 	<p>Curriculum Committee meetings</p> <p>School Improvement Plan</p>	<p>At each meeting</p> <p>At each meeting</p>	DHT	
4. To receive and review recommendations relating to the development and delivery of the Curriculum, and to be informed of staffing requirements.	<p>Headteacher's report</p> <p>Whole-school headline data</p>	<p>Curriculum Committee meetings</p> <p>Head of Faculty reports to Curriculum Committee</p>	<p>Annually</p> <p>At each meeting</p> <p>"</p>	HT	

		SLT review of Faculties CC, F&GP and FGB meetings	Two Faculties per school year At each meeting		
5. To review on a regular basis the school Policies which are the remit of this Committee (see Oldfield School Policies and Documents Review Timetable).	Review of current policies & schedule	Curriculum Committee meeting	At each meeting (Curriculum Policy in March/April for following academic year)	D/HT	
6. When appropriate, to discuss and recommend to the Governing Body on the school's Special Educational Needs Policy, in consultation with the Headteacher and the Inclusion Manager or other relevant member of staff, and to ensure a governor is linked to SEN.		Curriculum Committee and FGB meetings	At each meeting as appropriate	HT	
Responsibility - according to Committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG
7. To receive and monitor progress, achievement and spending in benefit of Pupil Premium students.	Policy document GSCE and A Level results Whole-school headline data Published spending SIP Curriculum Pillar KPIs: <ul style="list-style-type: none"> GCSE outcomes for ability groups, PP and SEND. SIP Academic Excellence KPIs:	Curriculum Committee meeting " " School website School Improvement Plan	At each meeting " " At each meeting	DHT	

	<ul style="list-style-type: none"> • Attainment at GCSE: L5+ E+M 58%. L4+ E+M 80%. L7+ 30%. • Progress at GCSE: P8 +0.1, all groups above 0. • Progress at A Level: all subjects ALPS 4+. 				
8. To promote a wide range of extra-curricular activities on- and off-site.	<p>Policy document</p> <p>Extra-curricular programme</p> <p>SIP Curriculum Pillar KPIs</p> <ul style="list-style-type: none"> • Participation levels in extra-curricular activities are higher than in 2016-2017 	<p>Curriculum Committee meeting</p> <p>Student questionnaire</p> <p>Parents' Evening questionnaire</p> <p>HT report</p> <p>Gov. attendance at events</p> <p>School Improvement Plans</p>	<p>Annually</p> <p>At each meeting</p>	HT	
9. To recommend to the Governing Body the times for the start and finish of the school day and the lunchtime period, together with the dates for the beginning and end of school terms and breaks.	Published information on OS website	Curriculum Committee and FGB meetings	Annually	D/HT	
Responsibility - according to Committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG

<p>10. To ensure that voices are heard:</p> <p>a) Student Voice</p> <p>b) Parent Voice</p> <p>c) Local Community Voice</p>	<p>Conversations with School Council</p> <p>Parents' Evening questionnaires</p> <p>Governor conversations at Parents' Evenings</p> <p>Comments on events, pupils, site, curriculum</p> <p>SIP Community Relations KPIs:</p> <ul style="list-style-type: none"> • Cluster events take place and feedback is positive from partner schools. • BET partnership events take place and feedback is positive. <p>SIP Leadership KPIs:</p> <ul style="list-style-type: none"> • Student leadership is judged as being at least good. 	<p>FGB</p> <p>Parents' Evening</p> <p>Email to Governors/the Clerk of Governors</p> <p>Curriculum Committee meeting</p> <p>School Improvement Plan</p>	<p>FGB meetings</p> <p>Following each set of parent's Evenings</p> <p>At each meeting</p>		
<p>11. To ensure that parents receive regular, appropriate reports regarding their child's progress, welfare and achievement, and are provided with opportunities to discuss these with staff.</p>	<p>Individual student reports</p>	<p>Conversations at Parents' Evenings</p>	<p>Termly for all year groups: school calendar on school website</p>		

12. To monitor these KPIs for the areas of responsibility for the Curriculum Committee.		Curriculum Committee meeting	First meeting of the academic year. (Any changes to be agreed by the FGB)	Curriculum Committee	
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