



Curriculum Committee

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

2019-2020

Membership

Usually 6 Governors (*Trustees/Directors) 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, unless designated confidential, 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 ensure a broad and balanced curriculum is in place. 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 the school policies delegated to Curriculum Committee, in accordance with the school's cycle of review.
6. Review the Special Educational Needs Policy, in consultation with the Headteacher and the Inclusion Manager or other relevant member of staff; and:
 - Ensure that a SEND information is published on the school website, which meets the requirements set out in the Special Educational Needs and Disability Regulations 2014.
 - 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 school sessions and the dates of school terms and holidays.
10. To ensure that the Student, Parent and local Community 'Voices' 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. Risk Management: To review and monitor the items delegated to the Curriculum Committee:

R14 - GDPR (General Data Protection Regulation)
There was a risk that the school would not be compliant with the requirements of the regulation [Monitoring of this risk is shared with the Finance & General Purposes Committee.]

R15 - GDPR – SARs (Subject Access Requests)
There was a risk that the school would be subject to a Subject Access Request.
 [Monitoring of this risk was shared with the Finance & General Purposes Committee.]

R18 – Ofsted
There is a risk that following an Ofsted inspection the school is downgraded to below 'good'.
 [Monitoring of this risk is shared with the Personnel & Student Welfare Committee.]
13. To monitor the KPIs, attached to this document, for the areas of responsibility for this Committee.

***All Governors are also Directors and Trustees.**

These TORS will be reviewed annually.

Last Review: October 2019. Next Review: Term 1, 2020

The Full Governing Board has delegated review of the following policies to the Curriculum Committee:

Policies and other documents that Governing Bodies of maintained schools are required to have by law (DfE Guidance: February 2014)
Sex & Relationship Education Policy
Special Educational Needs Policy
Admissions Policy Annual review with consultation on any changes and consultation if no changes at least every 7 years)
Freedom of Information Publication Scheme
Home-school Agreement
CEIAG & Work Related Learning
Curriculum
Pupil Premium Policy
Teaching and Learning
Vocational Education & Work Related Learning

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Oldfield School: Curriculum Committee KPIs 2019-2020

Responsibility - according to committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG
<p>1. To ensure a broad and balanced curriculum is in place. 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. • Homework policy is followed and homework is of a high standard • Curriculum offer 2019-2020 and 2020-2021 meets the needs of students at KS4 • Literacy and numeracy interventions ensure that Year 7 students progress to expected attainment. • All teaching staff have an understanding of our curriculum intent at whole school and subject level. 	<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>	<p>HT</p>	
<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>Academic Excellence KPIs:</p> <ul style="list-style-type: none"> • Attainment at GCSE: L5+ 55%; L4+ 75% 5+ L7-9 is 28%+ • Progress at GCSE: Overall P8 +0.2, all groups are above 0 for P8. All subjects are ALPS 4+ • At KS5 all subjects achieve ALPS score of 4 or above • All teachers working at or exceeding Career Level Expectations <p>SIP Curriculum Pillar KPI:</p> <ul style="list-style-type: none"> • GCSE outcomes for ability groups, PP and SEND are similar to the cohort as a whole. <p>Head of Faculty data presentations: Maths, Communications, Science.</p>	<p>Curriculum Committee meeting</p> <p>"</p> <p>"</p> <p>School Improvement Plan</p>	<p>Annually Term 1</p> <p>Each meeting</p> <p>Each meeting (rotating)</p> <p>At each meeting</p>	<p>D/HT</p> <p>DHT</p> <p>HoFs</p>	

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.	Headlines provided by SLT SIP Curriculum Pillar KPIs: <ul style="list-style-type: none"> • Overall P8 +0.2, all groups are above 0 for P8. • SIP Pastoral Pillar KPIs • Narrow the gap regarding achievement of SEND students. 	Curriculum Committee meetings School Improvement Plan	At each meeting At each meeting	DHT	
4. To receive and review recommendations relating to the development and delivery of the Curriculum, and to be informed of staffing requirements.	Headteacher's report Whole-school headline data	Curriculum Committee meetings Head of Faculty reports to Curriculum Committee SLT review of Faculties CC, F&GP and FGB meetings	Annually At each meeting " Two Faculties per school year At each meeting	HT	
5. To review the policies delegated to the Curriculum Committee, in accordance with the school's cycle of review. (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. Review the Special Educational Needs & Disability (SEND) Policy, in consultation with the Headteacher and the SENCO or other relevant member of staff; and: <ul style="list-style-type: none"> • Ensure that SEND information is published on the school website, which meets the requirements set out in the SEND Regulations 2014. • Ensure a governor is linked to SEND. 	Review of current policies & schedule	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
<p>7. To receive and monitor progress, achievement and spending in benefit of Pupil Premium students.</p>	<p>Policy document</p> <p>GSCE and A Level results</p> <p>Whole-school headline data</p> <p>Published spending</p> <p>SIP Curriculum Pillar KPI:</p> <ul style="list-style-type: none"> GCSE outcomes for ability groups, PP and SEND are similar to the cohort as a whole. 	<p>Curriculum Committee meeting</p> <p>"</p> <p>"</p> <p>School website</p> <p>School Improvement Plan</p>	<p>At each meeting</p> <p>"</p> <p>"</p> <p>At each meeting</p>	DHT	
<p>8. To promote a wide range of extra-curricular activities on- and off-site.</p>	<p>Policy document</p> <p>Extra-curricular programme</p>	<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	
<p>9. To recommend to the Governing Board the times for school sessions and the dates of school terms and holidays</p>	<p>Published information on OS website</p>	<p>Curriculum Committee and FGB meetings</p>	<p>Annually</p>	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 Parents' 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>		

Responsibility - according to Committee TORs	Evidence - What	Evidence - Where	Evidence - When	SLT owner	RAG
12. Risk Management: To review and monitor the items delegated to the Curriculum Committee: <ul style="list-style-type: none"> a. R14 – GDPR – non compliant b. R15 – GDPR - SARs c. R18 – Ofsted Inspection 					
13. 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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