

**HENDON SCHOOL  
CURRICULUM COMMITTEE TERMS OF REFERENCE 2024**

1. To promote high standards of teaching and learning in the school by a systematic process of monitoring and evaluation.
2. To monitor and evaluate data pertaining to quality of teaching, standards of attainment of the pupils and value added by the school and to report accordingly to the governing board.
3. To advise the governing board on curriculum matters contained within the annual school review and self-evaluation report.
4. To consider and advise the governing board on standards and other matters relating to the school's curriculum, including statutory requirements and the school's Curriculum Policy.
5. To contribute towards, monitor and review the School Development Plan/post Ofsted Action Plan in respect of curriculum issues.
6. Policies  
The Committee will review and ratify:  
  
Careers Guidance  
  
Curriculum Policy Statement  
  
Marking and Assessment Policy  
  
Relationships and Sex Education Policy  
  
Statement on British Values  
  
Target Setting Policy  
  
Teaching & Learning Policy
7. To keep abreast of developments in Government policy in the curriculum and examinations system.
8. To consider and approve Key Stage strategies.
9. To agree website strategy and have high level oversight of content and presentation.
10. To consider and propose targets to the governing board.
11. To oversee implementation of Equal Opportunities Policy in the curriculum.
12. To agree, monitor and review statutory and other policies for which the governing board has statutory responsibility and which come within the remit of the Curriculum Committee.

13. To consider curricular issues which have implications for finance and personnel decisions and to make recommendations to the relevant Committees or the governing board.
14. To receive regular reports from link Governors and advise the governing board.

### **Membership**

The governing board shall determine and review annually at the autumn term meeting of the school year, the establishment, terms of reference and membership of the Committee.

The Committee shall consist of a minimum of three Governors and a school representative of each of Key Stages 3, 4 and 5 for a period of one year.

The work of the Committee will be supported by the Clerk to the Governors who will give notice of meetings, act as Minute Secretary and advise about procedures.

As and when desirable the Chair may request any other person to attend Committee meetings.

### **Chairing**

The Committee will elect the Chair and Vice-Chair of the Committee.

### **Attendance**

Members of the Committee, the Headteacher and Clerk have a right to attend Committee meetings. Any other member of the governing board may also attend and the Committee may allow other persons to attend.

### **Voting**

A minimum of two Governors is required to vote. Persons 'In Attendance' at a meeting are not entitled to vote. The Chair of the governing board is entitled to attend any Committee meeting as an additional member where not already a member and is entitled to vote on any matter. The Committee shall not meet without the Headteacher or a nominated school representative being present.

### **Meetings**

The Committee shall meet at least once per term; any additional meetings will be called as and when necessary. At least seven days' notice must be given when calling a meeting.

### **Conduct of Meetings**

To be in accordance with the Articles of Association.