



CORPUS CHRISTI CATHOLIC VA PRIMARY SCHOOL

School Standards & Development Committee

Terms of Reference (TOR)

2023/24

1. Purpose of Committee

- 1.1 To consider and advise the Full Governing Body (FGB) on standards on teaching and learning, curricular issues, including statutory requirements, and the whole catholic life of the school.
- 1.2 To agree and monitor progress of the School Development Plan (SDP).
- 1.3 To oversee the school's self-assessment processes, seeking to ensure regular and rigorous assessment of educational performance which identifies strengths and weaknesses, informs strategic planning and leads to continued improvement.
- 1.4 To monitor progress towards targets through analysis of data from the school's assessment systems, national and local benchmarking and use outcomes to inform self-evaluation and the SDP.
- 1.5 To seek, consider and reflect on stakeholders opinions.
- 1.6 To consider curricular issues which have implications for the Finance and Resources Committee and to make recommendations to the Finance and Resources Committee or the FGB.
- 1.7 To monitor provision and outcomes for gifted and talented pupils and evaluate impact on attainment and progress of such pupils.
- 1.8 To monitor the provision and outcomes for all vulnerable groups e.g. Special Educational Needs and Disabilities (SEND), Looked After Children (LAC), English as an Additional Language (EAL) and Pupil Premium (PP) and evaluate impact on attainment, progress and welfare of such pupils.
- 1.9 To receive regular reports on safeguarding and child protection matters.

Appendix 2

- 1.10 To review, amend and adopt policies in line with the Governors agreed policy review timetable to include curriculum statement, teaching and learning, religious education and collective worship, special educational needs, sex education, assessment for learning, marking, homework and educational visits.

2. Membership

The Headteacher and Chair of Governors will be members of the committee.

In addition to the Headteacher and Chair of Governors there will be a minimum of 3 members (therefore 5 in total).

3. Election of Chair / Vice-Chair

The Chair and Vice-Chair will be appointed at the first FGB of the academic year.

4. Co-options

The Governing Body Committee may choose co-options to the committees as non-voting members.

5. Quorum

A quorum of at least 3 governors (excluding staff governors) must be present for a meeting to take place.

6. Minutes

Minutes of the meeting will:

- show the time and place of meeting
- show the names of those attending
- report the questions and challenge and evidence the decisions and recommendations
- be a true and accurate record of the meeting

Draft minutes will be circulated to all governors of the Committee and all attendees within 2 weeks of the meeting.

Minutes will be circulated to all governors with the agenda of the next SIP meeting and will be included in that agenda. All papers relating to the next meeting will be issued 10 days prior to the meeting.

7. Conduct of Meetings

The Committee will meet termly in advance of the FGB meeting and at other times as appropriate and necessary.

With regard to pay and performance management issues, staff members must withdraw from meetings when relevant.

Appendix 2

The Terms of Reference will be reviewed and renewed annually at the first FGB meeting of the academic year.