



St George's Primary School

Terms of Reference for Curriculum Development and Pastoral Care

Curriculum Development and Pastoral Care Committee is expected to work within the following terms of reference.

Remit

Curriculum Development and Pastoral Care Committee will work closely with the standard's committee. Committee is concerned with all aspects of curriculum that are not reviewed by the standards' committee. Specifically, it will review;

- Curriculum development plans. This includes home learning.
- Effectiveness and renewal of all curriculum policies including R.E and collective worship.
- Work of middle leaders and subject teams to improve the curriculum.
- School's annual Special Educational Needs and Disabilities (SEND) report and how this informs provision for children with SEND.
- School's Annual use of P.E funding report and how this informs school's provision.
- Annual figures relating to children's well-being. This includes the national pupil surveys and health monitoring in F2 and Year 6.
- Attendance figures. It must consider the school's attendance strategy and the effectiveness of our work in this area. Committee will analyse internal and external data attendance data to ensure that all pupils, including vulnerable children have good attendance.
- Effectiveness of the school's behaviour policy and how this monitored and evaluated. This includes home school agreement and Anti-Bullying.
- Patterns of exclusions in the school and how the head teacher and senior staff are working to minimize exclusions.

Please note that the discipline committee would be called if there was a need to exercise the Governor's powers in relation to exclusions.

Aspects of the school's safeguarding work including

- Support for vulnerable children and families.
- How risk assessments are used to improve children's safety at school.
- Development of appropriate PSHE work to promote well-being and safety. This includes
- Monitoring of residential trips. This includes delegated authority to senior staff regarding residential trips.
- Monitoring of safety incidents including bullying, racism and safety incidents.
- Appropriate training for staff and governors to ensure that they are well trained and equipped to ensure effective safeguarding at our school.
- Arrangements for extended school provision within the Dragon's Club are congruent with the school's policies and expectations.
- Ensure that all relevant information is published on the school's website.

Committee should make informed recommendations to Full Governing Body and other committees if decisions are to be taken outside the committee's delegated authority.

<p>Guiding Principles and Values</p>	<ul style="list-style-type: none"> • Champion of the Child: Committee must be directed by the needs of children; especially our most vulnerable pupils. • Transparency: Committee should expect transparency in reporting and access to relevant school data. • Timeliness: Deadlines agreed to by the committee should be met by all members. • Challenge: With reference to the school's aspirations and national benchmarking, the committee will challenge the head teacher and senior leaders to ensure that our curriculum, attendance, pastoral care, well-being and safeguarding are excellent. • Support: Committee recognises the challenges of school improvement. Committee will look at how staff are supported by the Governing Body's actions so that they can work effectively. • Social Justice: Whilst being concerned with the achievement, care and well-being of all pupils, the committee will closely monitor and consider the performance of all vulnerable groups. This includes disadvantaged pupils, pupils with SEND needs and pupils with EAL needs. • Oversight and Commitment: Committee should concern itself with what it knows about the school's provision rather than what it is told. Committee will have to read papers, visit the school and attend training to ensure that they can undertake their duties effectively.
<p>Delegated Authority</p>	<ul style="list-style-type: none"> • Approve, review and monitor's school's SEND report and relevant provision. • Approve, review and monitor's school's P.E funding report and relevant provision for sports, health and well-being. • To review effectiveness of the school's curriculum. • Approve, review and monitor all relevant curriculum policies. • Review the school's curriculum to ensure that it meets statutory requirements and meets the needs of our children. • Ensure that our curriculum promotes spiritual, moral, social and cultural guidance for children that reflects British Values. • Approve and monitor's school's attendance strategy. • Review and monitor the work of middle leaders and subject teams. • Approve, review and monitor the school's behaviour policy and all relevant policies. <ul style="list-style-type: none"> ○ Review and monitor exclusions at the school. ○ Approve, review and monitor relevant policies and provision related to effective safeguarding provision for children including: <ul style="list-style-type: none"> ○ Risk assessments for educational provision and trips Residential trips ○ Staff and governors safeguarding training. ○ Safeguarding statistics including bullying incidents, safety incidents, racism etc.
<p>Sub Committee Work on Review of exclusions including permanent exclusions.</p>	<ul style="list-style-type: none"> • When required Curriculum Development and Pastoral Care Committee will have delegated sub-committee(s) and roles to: • Review any permanent exclusions. • Review and exclusions that require more than 15 days in total for any one child. • Review any exclusions if parents request the committee to do so. <p>Please note that the governors have specific delegated authority pending on the type of exclusion(s) enforced by the head teacher.</p>

General Duties	<ul style="list-style-type: none">• To elect a chair.• To elect a vice chair• Establish links between key governors and curriculum and pastoral leads in the school.• To appoint a clerk.• Establish 3 key aims for the academic year.• To undertake monitoring visits to the school.• Ensure that minutes are shared with the full governing body and available on the school's website.• Organise appropriate, annual training so the committee can undertake their work effectively.• Meet at least 3 times each year. Once 1 per term.• Members to disclose any declarations of interests at the beginning of each meeting (standard agenda item to be minuted);• To ensure that the committee and its members do not involve themselves in the day to day management of the school, which is the responsibility of the SLT;• To abide by the governor protocols concerning conduct and visits to the school.	
Information for Parents	<ul style="list-style-type: none">• To adopt and review home school agreements.• To approve the School Website meets statutory requirements.• To approve the School Profile.	
Membership of the Learning & Development Team		
Quorum	3 Governors. At least two must be non-teaching governors.	
Chair	Brian Clark	
Vice Chair	Pete Dunning	
Governor 1	Alan Lee	
Governor 2	Alan Ward	
Governor 3	Mark Wiggins	
Governor 4	Charlotte Scott	
Governor 5	Jon King	
Governor 6	Julie Marshall	
Governor 7	Chas Lucking	
Governor 8	Hannah Rice	
Governor 9	Bernard Cassidy	
Governor 10	Wendy Alderton	
Governor 11	Tom Freeman	
In attendance	Tracy Skarratts-Jackson	
In attendance	Laura Horton	
In attendance	Lyndsey Binks	
In attendance	Maria Chambers	
Clerk	Kamal Choudhary	
Agreed by the governing body on		13/10/22
Review Date		October 2023