

THE BOARD OF GOVERNORS OF DUNRAVEN SCHOOL

STANDARDS AND CURRICULUM COMMITTEE

Terms of Reference

1. Legal Basis

The committee is formed under Part VI, Regulation 46 of the of Education (School Government) (England) Regulations 1999 and the Education (School Government) (England) (Amendment) Regulations 2000. The Committee only has certain powers delegated to it and specifically cannot have delegated to it those functions described in Part V Sections 41 and 42 of the Education (School Government) (England) Regulations 1999.

2. Membership

Part VI, Regulation 46 of the of Education (School Government) (England) Regulations 1999

(a) the constitution, membership and proceedings of the governing body shall be determined by the governing body:

(b) the establishment, terms of reference, constitution and membership of any committee of the governing body shall be reviewed at least once in every twelve months.

Membership will consist of not less than five governors of the school and to always include the Principal or the Chair of Governors. The Deputy Principals and such other staff as may be deemed from time to time appropriate will be invited as non-voting members

3. Aim and remit of the Standards and Curriculum Committee

The committee shall have the power granted it by the full governing board to act on behalf of the full governing board and to make decisions on behalf of the full governing board in order to monitor and evaluate student progression and experience. Specifically the Standards and Curriculum Committee will

1. have certain powers over the curriculum and some expenditure on teaching matters without reference back to the full governing body.
2. review at least yearly the Governors' Curriculum Statement and advise the full governing body of any suggested changes.
3. advise the full board on how well the school is carrying out its curriculum commitments in respect of the Education Acts, and in particular with respect to the Governors' Curriculum Statement and National Curriculum requirements. The committee will especially be required to monitor the school's sex education policy and the religious content of Assemblies.

4. agree the schools targets and review each year if those targets were met
5. evaluate any changes in legislation where it may affect the curriculum delivery, and advise the full board accordingly. It will also advise the full board where it feels a review or changes are needed in the curriculum for any other reason(s).
6. receive reports at intervals from the different departments on curriculum planning and delivery; it may ask departmental representatives to present a report to a committee meeting on request.
7. receive reports on, and review the school's use of its human and material resources, and make recommendations to the full board where it feels adjustments need to be made in accordance with the aims of implementing the Governors' Curriculum Statement. This will include recommendations on departmental budgets, on developing teaching aids and techniques and on homework policy.
8. periodically, and at least yearly, review the school's link with community, including the work experience programme, and advise the full board on improvements or initiatives which it sees fit.
9. receive a report on the implementation and outcome of the school entrance examination(s) and procedures, and make recommendations to the full board appropriately.
10. administer a sum of up to £12,000 for curriculum initiatives, and may request further sums from the full board when it thinks appropriate.
11. receive reports on, and review the results of, external examinations sat by the school's students, and advise the full governing body of any trends, in the light of the Governors' Curriculum Statement. It will also similarly review and advise on Records of Achievement and any non-examined qualifications which the school's students attempt.
12. receive reports at least yearly on the arrangements and success of formal contacts between the school and parents/guardians regarding the educational progress of students.
13. review regularly, and at least once a year, the balance of curriculum choices available to its students, especially where it relates to external qualifications and examinations. In particular it will review the balance of choices for the curriculum offered to year 10 and 11 and post 16 students.

4. Proceedings of the Committee

1. The clerk will circulate an agenda any other papers not less than 7 days before the date of the meeting

2. The committee will be quorate if the Principal or Chair of Governors, plus two other governor members, are present. The number of governors present must always be greater than any non-voting members of the committee
3. The Chair of the committee will be selected from amongst the governors members, by the full board of governors, at their first full meeting of the academic year. Where the Chair is absent the governor members of the committee will select from among themselves a governor to act as chair for the meeting.
4. The Committee will keep minutes of its proceedings, which will be taken by the clerk to the committee and entered into the minute book of the committee. If no clerk is available the committee may select one of their number to make a record of the meeting.
5. Where a governor has any pecuniary interest, direct or indirect, in any contract or proposed contract or other matter and is present must declare this interest as soon as possible and withdraw from the meeting during consideration of the matter.
6. The committee may agree the commencement of works where budget approval has already been given by the governing body.
7. The Committee may approve new expenditure of up to £20,000 without the prior approval of the governing body. The full governing body must approve any commitment above this figure.