

## **Staffing, Curriculum and Standards Committee**

### Terms of reference

- Elect Chair (if delegated by full Governing Board).

#### Staffing:

- Carry out an annual review of the staffing structure in consultation with the Headteacher and Finance and Premises Committee.
- Ensure the school is sufficiently staffed to fulfil the effective operation of the school and the SIP.
- Oversee the recruitment and selection procedures for all staff.
- Keep under review work/life balance, working conditions and well-being including monitoring attendance management
- Ensure that regular monitoring of the Single Central Record is undertaken and that it is up to date and compliant with current statutory expectations.
- Ensure that the school's policy on safeguarding and child protection is compliant with the most recent Keeping Children Safe in Education (KCSIE) guidance and Local Children's Safeguarding Board (LCSB) expectations.

#### Strategic direction and statutory areas

- Review, monitor and evaluate the curriculum offer.
- Contribute to the development and monitoring of the:
  - SEF
  - SIP
  - Targets for school improvement including SSG where appropriate
- Develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. Relationship Health and Sex Education (RHSE) and pupil discipline/behaviour).
- Ensure that the school's policy on Special Educational Needs and Disabilities (SEND) is consistent with the Code of Practice and Equalities Act, most recent KCSIE updates and receive termly reports from the Headteacher/SENDCo and an annual report from the SEND Governor.
- Ensure the SEND Policy is monitored and reviewed regularly and that the policy is known to parents/carers.
- Ensure the school complies with the provisions of the Equalities Act 2010.
- Where necessary ensure that all pupils have access to independent careers advice.

#### Curriculum and Improvement

- Monitor and evaluate the effectiveness of leadership and management in relation to curriculum design, implementation and impact.
- Monitor and evaluate the effectiveness of curriculum design.

- Monitor and evaluate the school's own assessment of the impact of the curriculum for all groups of pupils to include Reading in all key stages
- Monitor and evaluate the quality of education and the impact of the curriculum including RHSE.
- Monitor and evaluate the impact of continuing professional development on improving staff performance.
- Monitor and evaluate provision for all groups of vulnerable children e.g. children looked after and children in need and ensure all their needs have been identified and addressed.
- Monitor and review impact of Pupil Premium, Sports Premium, Early Years Premium, Catch Up/Recovery Premium.
- Set priorities for improvement and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.
- Receive reports from external sources and agree actions to address recommendations; monitor and evaluate progress made.
- Ensure all children have equality of opportunity.
- Monitor pupils' attitudes, values and development of other personal qualities within the school through the provision of RHSE.

#### Behaviour, Development and Well-Being

- Ensure the school is fulfilling its responsibilities regarding safeguarding and child protection and the requirements of 'Keeping Children Safe in Education'.
- Ensure Safeguarding policies are adhered to; monitor and review all safeguarding policies/procedures within school.
- Monitor and review data on behaviour, bullying, peer on peer abuse, attendance, suspensions and exclusions.
- Ensure school is fulfilling its responsibilities with regards to pupils accessing alternative provision.
- Ensure that adequate provision is made for pupil transition.
- Consider representations from parents/carers in the case of suspensions in line with statutory guidance.
- Consider the appropriateness of any permanent exclusion or any suspension where one or more suspensions total more than 15 school days in one term or where a pupil is denied the chance to take a public examination in line with statutory guidance.

#### Engagement

- Monitor the school's publicity, public presentation and relationships with parents/carers and the wider community.
- Identify and celebrate pupil achievements.
- Oversee and monitor arrangements for out of hours provision, extra-curricular activities and educational visits including overnight stays.

- Ensure all statutory requirements for reporting and publishing information are met.
- Review and monitor the school's website to ensure that it is accessible and fully compliant with current DfE requirements.
- Ensure the school works well with its community, parents and other schools.

**MEETINGS:** at least termly

**QUORUM: 3**

**DISQUALIFICATIONS:** Where there may be a conflict of a pecuniary interest; any Governor whose spouse/partner is involved; prior knowledge; any Governor whose child is involved.

