Terms of Reference for Governors' Curriculum and Achievement Committee 2026/2027

Membership

This committee will consist of not less than 3 governors plus the headteacher or delegate(s).

The committee will have such co-opted voting members as the governing body shall appoint.

The committee may make recommendations for these appointments, which should include such staff as the headteacher shall determine in consultation with colleagues.

Quorum

The quorum will be 3 governors.

Meetings

The committee will meet at least 3 times a year, or more often, as required.

Reporting

The chair of the Curriculum and Achievement Committee will chair each meeting or nominate another governor to deputise. Accurate minutes of each meeting will be recorded by the clerk and reported to the full governing body meeting at the next meeting.

Other

The committee will seek advice from specialist staff and governors as appropriate. This committee links closely with the School Council and pupil groups.

Objectives

- To receive information from the Headteacher and staff about how curriculum is evaluated and resourced.
- To consider and advise the governing body on standards and other matters relating to the School's curriculum, including statutory requirements and the school's curriculum policies.
- To ensure it is meeting National Curriculum requirements and to monitor the implementation of changes to the school curriculum in line with national and local guidelines.
- To consider curricular issues which have implications for finance and personnel decisions and to make recommendations to the relevant committees for the governing body.
- To consider bids, in conjunction with the Senior Leadership Team, from curriculum co-ordinators for resources to meet the needs of the curriculum and if necessary prioritise into short term and medium term needs, before placing before the Finance Committee.
- To decide arrangements for the governing body to be represented at School Improvement discussions with the LA, when necessary, and for reports to be received.
- To delegate arrangements for educational visits and approve off site visits of more than 24 hours to the Senior Leadership Team
- To understand the teaching philosophy of West Town Lane Academy and thus be in a position to lend support and advice if required.

- To review the information and data about school performance and use this to contribute to school development planning and the SEF.
- Together with the Headteacher and staff, identify priorities for the School Improvement Plan, consider the draft plan for discussion and approval by the governing body and monitor, at least 3 times a year, progress on implementation.
- To encourage shared ownership of the development of the school by staff, parents, governors and pupils, interpreting and developing their wishes in so far as they impact on raising standards.
- To ensure the requirements of children with special educational needs and/or disability are met through establishing and monitoring a SEN policy and any arrangements for gifted and talented children.
- To ensure that the school meets the needs of looked after children
- To ensure that the school meets the needs the statutory requirements relating to equality legislation.
- To monitor pupil attendance and set targets as necessary.
- To monitor pupil discipline and behavior.
- To agree protocol for governor monitoring visits to the school.
- Monitor the implementation of the school's Performance Management Policy.
- Monitor and report on the use made of the school's Pupil Premium budget.
- Give responsibility to the Headteacher and SLT to co-ordinate the appointment of supply teachers and other temporary appointments of one year's duration, together with appointments of Midday Supervisors, Teaching Assistants and other Ancillary Staff.
- To monitor, update and review when appropriate and make recommendations to the governing body on the following policies:

  Admissions
  Behaviour/Code of Conduct/Anti-Bullying
  Religious education provision
  Curriculum/Subject Areas
  Sex and Relationships
  Attendance
  Homework
  Home/School Agreement
  Marking and Assessment
  Special Educational Needs (SEN) and Disability
  School Information published on website
  Outdoor Education, visits

- To monitor or/and assist in the administration of the following:

  Pupil disciplinary matters, including exclusions, appeals and behavior incident monitoring.
  Setting of appropriate and challenging year group and end of key stage targets.
  Assessment arrangements for pupils at the end of each key stage.
  Reporting arrangements to parents.

The Terms of Reference will be reviewed annually. Adopted at a meeting of the Curriculum and Achievement Committee on 09/10/2026

Signed……Katy Nehammer…… Chair of Curriculum and Achievement Committee