

<b>Achievement Committee Terms of Reference</b>
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**Membership:** The committee shall consist of not less than four governors. Membership should include the Headteacher and at least one non-employee of the school. The committee may invite non-governors to join as appropriate.

**Quorum:** Three governors including the Headteacher (or someone delegated by the Headteacher) and a governor who is not an employee of the school.

**Meetings:** At least once per term and more frequently if deemed necessary by the majority of members.

**Chair:** To be elected by the full governing body. Duties will include notifying the Committee members of any meeting to be held; providing all with an agenda after consultation with the Headteacher; reporting minutes of meetings to the Chair of Governors; following up on action points decided at meetings.

**Accountability:** The committee will report back to the governing body by submitting minutes which record decisions made, actions to be taken and/or recommendations for consideration.

**Terms of reference:**

- 1 To ensure the whole school curriculum is broad and balanced; relevant to the needs of all children; provides continuity and progression; is adequately resourced and fulfils statutory requirements.
2. To ensure that the school is effectively promoting children's well-being and positive mental health.
3. To contribute, in collaboration with staff, to the monitoring and evaluation of sections of the School Improvement Plan relating to management and leadership of the curriculum and teaching, learning and assessment.
- 4 To scrutinise curriculum progress reports which analyse whole school data annually and provide information on statutory and non-statutory assessment. Where there are variations in outcomes for groups of pupils, to challenge in order to achieve continued improvement.
- 5 To regularly review and recommend ratification of policies within the remit of the committee and in line with statutory requirements.
6. To monitor statutory requirements in relation to safeguarding, attendance, behaviour and racism.
7. To triangulate data and reports provided by ensuring frequent visits to school during the working day.
8. To review the policy for religious and Jewish education and make recommendations to the governing body
9. To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers. These include Relationships and Sex education, SEN and disability policy, Behaviour policy
10. To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and to receive an annual report from the SEN governor.

**To be reviewed September 2021**