



**WOODFORD COUNTY HIGH SCHOOL
GOVERNORS' CURRICULUM AND PUPIL WELFARE SUBCOMMITTEE
TERMS OF REFERENCE**

Committee: 6 Governors (minimum) and 2 Leadership Team Representatives
(Membership 2016-2017: MS/PW/VB/KC/DC/BH/MA-A/CO-G/JP+1 SLT)

Meetings: 3 meetings per year and such other meetings as the Chair may call

Curriculum

1. To ensure that a broad and balanced curriculum which fits with in with the aims and the philosophy of the school is provided.
2. To review any changes to the curriculum including associated changes to the staffing establishment and costs.
3. To make such arrangements as are necessary to fulfil the governors' statutory obligation to monitor the National Curriculum in the school.
4. To consider reports from curriculum reviews and make recommendation to the Governing Board when appropriate.
5. To review arrangements for handling complaints concerning the curriculum.
6. To approve arrangements for daily collective worship.
7. To monitor the School Self-evaluation document.
8. To monitor Special Educational Needs provision (including provision for Gifted and Talented students)

Performance

9. To review the analysis of examination results and statistics.
10. To consider SEF Section 1 document including progress measures (ALPs, Level 3, FFT and RaiseOnLine)
11. To agree targets with the school for the coming year.

Attendance

12. To monitor attendance.
13. To set attendance targets

Admissions

14. To monitor the implementation of the London Borough of Redbridge Admissions Policy.
15. To monitor the London Borough of Redbridge's Fair Access Protocol
16. To monitor arrangements for Sixth Form Admissions
17. To monitor special case admissions: looked after children, statemented students etc

Student Welfare

18. To recommend policies on behaviour and the prevention of bullying to the Governing Board.
19. To monitor the health & safety of students, including reviewing relevant items in the Health & Safety Policy Note.
20. To promote the well-being of students by reviewing the five outcomes of Every Child Matters.
21. to consider classroom observation reports and department reviews
22. to consider termly reports received from the designated member of the LA School Improvement team
23. To monitor Safeguarding arrangements in school, including producing annual reports to this effect concerning Safeguarding, Children in Care and Special Educational Needs.
24. To receive an annual report from the Leadership Team on Exclusions.
25. To hear pupil exclusions (if parental representation is made) and hear all cases of permanent exclusions.
26. To hear Exclusion Appeals, minus any members disqualified by their previous involvement
27. To review the Equalities policy in relation to students.

Other

28. To review arrangements for school visits and make recommendations to the Governing Board.
29. To monitor the availability of resources to support teaching and learning: e.g. ICT facilities
30. To review the school website.
31. To review the Home-School Agreement.

Regular Tasks

EVERY TERM (a) Matters arising (b) Policy review (c) Departmental report (d) Leadership Team initiatives

<u>Autumn Term</u>	<u>Spring Term</u>	<u>Summer Term</u>
<ul style="list-style-type: none"> Review exam results Consider SEF Section 1 document including progress measures (ALPs, Level 3, FFT and RaiseOnLine) Consider any relevant items from the Leadership Team's responses to the Annual Review document Set pupil performance targets Review pupil attendance Set annual attendance targets Pupil premium: allocation and use Central Record and Recruitment & Vetting checks 	<ul style="list-style-type: none"> Action Plan : Teaching and Learning Curriculum planning for next academic year Review EAL provision Every Child Matters Central Record and Recruitment & Vetting checks 	<ul style="list-style-type: none"> Review London Borough of Redbridge's Fair Access Protocol Annual report by governor responsible for SEN Annual report by governor responsible for Children in Care Annual report by governor responsible for Child Protection/Safeguarding Report complaints against the curriculum Report exclusions Review Curriculum Plan and associated costs Approve/recommend school website Central Record and Recruitment & Vetting checks

Policies: to approve/recommend for approval

<u>Autumn Term</u>	<u>Spring Term</u>
<p>SP.04.01 Child Protection & Safeguarding Policy and Procedures</p> <p>SP.04.02 Special Educational Needs and Disability (SEND)</p> <p>SP.06.02.001 Controlled Assessment, Internal Malpractice and Appeals</p> <p>SP.06.03.001 Assessment & Marking</p> <p>SP.06.05.001 Controlled Assessment</p>	<p>SP.05.08 Equality information and objectives</p> <p>SP.05.12 Sex and Relationships Education</p> <p>SP.05.14 Medical Conditions</p> <p>SP.06.04 Educational Visits</p>
<u>Summer term</u>	<u>Procedural notes for consideration</u>
<p>SP.05.05 Attendance</p> <p>SP.05.06 Curriculum</p> <p>SP.05.09 Uniform</p> <p>SP.05.10 Behaviour Principles / Behaviour Rewards & Sanctions (including Home School Agreement)</p> <p>SP.05.13 Pupil Premium and Disadvantage Policy</p> <p>SP.03.07 e-safety</p> <p>SP.04.06 Safeguarding from Extremism</p> <p>SP.06.06 Exam Contingency Plan</p>	<p>Gifted and Talented</p> <p>Careers Education</p> <p>Access to Pupil Records</p> <p>Worship</p> <p>Literacy</p> <p>Homework</p> <p>Personal, Social, Health, Citizenship Education (PSHCE)</p> <p>Prevention of Bullying</p> <p>Woodford Charter</p> <p>Admissions Arrangements</p>

Approved at Governing Board Meeting:

8th October 2019

Next Review Date:

Autumn Term 2020