

OUR LADY OF LOURDES CATHOLIC MULTI ACADEMY



CURRICULUM AND STANDARDS DIRECTORS

TERMS OF REFERENCE

1. AUTHORITY

The Curriculum & Standards Committee is a Committee of the Board and is authorised to:

- 1.1 Investigate any activity within its terms of reference or specifically delegated to it by the Board.
- 1.2 Request staff attend a meeting of the committee to present information or to answer questions on a matter under discussion.
- 1.3 Obtain outside legal or independent professional advice it considers necessary, normally in consultation with the Accounting Officer and/or Chair of the Board. However, the Committee may not incur expenditure in excess of £10,000 in doing so without the prior approval of the Board of Directors
- 1.4 Establish time-limited task groups where appropriate.

The Committee is responsible for:

- 1.5 Maintaining an oversight of the Multi-Academy's performance and development in relation to curriculum and standards both at individual schools and from a whole Company perspective.
- 1.6 Developing strategic plans and key performance indicators in relation to attainment, achievement, attendance, destinations, pupil premium, discipline, professional development and learner/parent/staff satisfaction.
- 1.7 Ensuring the Multi-Academy is meeting legislative and legal requirements in relation to admissions, curriculum provision and safeguarding.
- 1.8 Compile an annual self-evaluation report for presentation to the Board of Directors.

2. DUTIES

The duties of the Curriculum & Standards Committee are to:

- 2.1 Monitor at least annually the Multi-Academy's performance at a strategic level in relation to attainment, achievement, attendance, destination and pupil premium and recommend to the Board annual targets in these areas and monitor the Multi-Academy's progress towards achieving them.
- 2.2 Monitor and review the implementation of Curriculum policy across the schools.
- 2.3 Liaise with Finance and Resource Committee to monitor annually the continued professional development of all staff.

2.4 Monitor the implementation of action plans arising from Inspections and commissioned Schools Advisory Service.

2.5 Review annually the effectiveness of the Multi-Academy self-assessment procedures and the effectiveness of the actions taken to improve standards.

2.6 Periodically review the Behaviour Policies and approve changes on behalf of the Multi-Academy.

2.7 Receive reports from external agencies relating to quality and curriculum matters and action plans arising as appropriate.

2.8 Monitor the Multi-Academy's performance in relation to Safeguarding, Equality and Diversity and Learner Involvement and agree any major revisions in policy.

2.9 Publish annually an 'Equality information and objectives statement' and review equality objectives every four years.

2.10 Make and keep up to date with written policy on Family Life.

2.11 Ensure the Curriculum contributes to community cohesion.

2.12 Summarise activity termly to the Board of Directors and the Accounting Officer as a critical element of the Company's reporting requirements.

3. Administration

3.1 The Curriculum & Standards Core Committee will meet at least once per term.

3.2 A Chair will be elected by the committee members

3.3 The Committee will consist of three Directors of the Board. Additionally, up to two external co-opted members may also be appointed.

3.4 The Committee will be quorate if three Directors are present and at least 50% of members are Board members.

3.5 Administrative support will be provided by the Clerk to the Directors and the Company Secretary.

3.6 Agendas will be agreed in advance by the Chair of the Committee (based on, but not limited to, a pre-agreed annual schedule of activity) and papers will be circulated to members and attendees at least 5 working days in advance of the meeting.

3.7 Minutes of meetings will be taken and once approved in draft by the Chair of the Committee, be submitted to the next scheduled meeting of the Board of Directors.

3.8 The Committee will review these terms of reference and self-assess its performance against these terms of reference on an annual basis.

Terms of reference agreed by the Board on:

1st April 2020