



Portchester Community School

Progress, Curriculum and Standards Committee

Terms of Reference 2020-2022

Purpose of Committee:

This committee will have delegated responsibility for monitoring and reviewing the Progress, Curriculum and Standards matters of Portchester Community School.

This document is provided to outline the working structure for the PCS Committee for the 2020-2022 school year. It is reviewed biennially.

Terms of Reference 2020-2022:

Introduction:

The committee shall meet as a minimum once a term; the committee will be quorate when at least 50% of its members are present and everyone receives a voting right

Formal minutes from the Progress, Curriculum and Standards Committee meetings are, once approved, filed in a separate ring binder and a copy is kept in the Governors filing cabinet(s), located in the school reception area

For voting requirements, the committee shall consist of 50% majority of members in attendance as long as an interest is not declared.

The purpose of this committee is to carry out the following tasks:

Review and present to the whole Governing Body for approval in accordance with the policies schedule, the following statutory policies:

Complaints Procedure	Data Protection
Freedom of information	Home School Agreement
School Discipline and Behaviour	Special Educational Needs
Relationship & Sex Education	Child Protection

Monitor policies and procedures to ensure safeguarding outcomes for students, staff and vulnerable adults are effective.

- When PC&S policies are reviewed by the school the Finance Manager will bring the relevant policy to the PC&S Committee.

- Establish working parties appropriate to the workings of the Progress, Curriculum & Standards Committee when required, drawn from the whole Governing Body.
- Convey to members of staff the gratitude of the Full Governing Body for any specific success within the remit of the Committee.
- Monitor implementation of the National Curriculum and ensure that members of the Governing Body are made aware of summary information.
- Ensure provision and annual review of the Curriculum Plan and Strategic Plan.
- Monitor the effective implementation of the Curriculum, Strategic and School Improvement Plans.
- Monitor the effectiveness of policies for curriculum and target setting.
- Monitor the effectiveness of strategies for improving teaching, learning and achievement.
- Evaluate the school's teacher Assessment at KS3 and examination results at KS4.
- Consider the achievement profiles of year groups in the context of FFT data and recommend whole school targets to the Governing Body.
- Provide feedback to the Governing Body as and when requested.
- Assess the training needs of committee members on a regular basis
- Ensure all activities comply with the Equality Policy.

Governors Monitoring Programme for the Year:

Agenda Focus:

Autumn Term

Update on School Improvement Plan
Curriculum targets for external assessments for the year
Report on analysis of results and tracking for current year
Value added data
Fischer Family Trust data
Report on literacy progress including Y7 reading tests
Review of statutory policies and tasks
Head teacher's update: to include:
Key priorities
Staffing structure

Spring Term (1)

Update on SIP
Strategies for improving teaching, learning and achievement:
Standards in English
Update on Mock examinations to include monitoring achievement of vulnerable groups.
Monitor attendance data
Head teacher's update.

Spring Term (2)

Update on SIP

Strategies for improving teaching, learning and achievement:

Improvements in effectiveness and capacity in middle management.

Monitor disadvantaged student funding usage and impact

Options and curriculum planning

Head teacher's update

Summer Term

Election of officers

Preparation for the new Academic Year

Monitoring programme for the current year

Terms of reference

Update on SIP

Quality of teaching

Improvement student achievement overall

Update curriculum plan

Report on School leadership, R, R & R issues and international partnership

Self evaluation

Policy review

Head teacher's update

These Terms of Reference having been fully reviewed and approved at a Full Governing Body Meeting

Held on:

Signed: (Chair)

Date:..