



Alderman Jacobs School (Academy Trust)

Terms of Reference ~ Achievement Committee 2018/2019

Purpose

To assist the decision making of the *Governing Body*, by enabling more detailed consideration to be given to the best means of fulfilling the *Governing Body's* responsibility to ensure sound management of the academy's *Achievement*.

To make appropriate comments and recommendations on such matters to the *Governing Body* on a regular basis.

Major issues will be referred to the *Full Governing Body* for ratification.

Terms of Reference

1 Membership

- 1.1 Not less than four *Governors* and the head teacher (or his/her representative). To be appointed at the Summer meeting of the *Governing Body* in preparation for the forthcoming year.
- 1.2 The *Committee* members may make recommendations to the *Governing Body* about additional non-voting members.
- 1.3 Chairperson to be appointed annually.
- 1.4 Other members of the *Governing body* may attend meetings of the *Achievement Committee* and may contribute to discussions on matters under consideration but they will not be eligible to vote.

2 Quorum

- 2.1 The quorum shall be three *Governors*.

3 Meetings

- 3.1 Once per term

3.2 Other meetings as required

4 Brief

- 4.1 To gain an understanding and overview of all curriculum areas and their place within the broader school curriculum.
- 4.2 To gain insight from subject leaders into standards of achievement and attainment in the curriculum and standard areas for which they are responsible.
- 4.3 With the assistance of staff, to gain information about how the curriculum is taught, evaluated and resourced.
- 4.4 To review, as required, all curriculum policies and make recommendations to the governing body.
- 4.5 To oversee the governing body's curriculum responsibilities within the school, including sex education, religious education and collective worship.
- 4.6 To ensure that the requirements for children with Special Education Needs are met and the school meets the requirements of the Disability Discrimination Act 1995.
- 4.7 To be informed of the appointment of Subject Leaders and any changes in curriculum responsibilities.
- 4.8 To consider complaints relating specifically to the curriculum
- 4.9 To establish a procedure of reporting governors visits linked to curriculum and standard areas.
- 4.10 To ensure off-site visits and activities of more than 24 hours or which involve a hazardous pursuit or journey by air or sea are submitted to the LA for approval.
- 4.11 To ensure that school nutritional standards are met.
- 4.12 To ensure that the academy's policy and procedures for LAC are consistent with measures set out in the statutory guidance, including have a designated member of staff for LAC.
- 4.13 To ensure that the academy publishes information in relation to the content and approaches used in its current curriculum provision, including any phonics and reading schemes.

- 4.14 To adopt and review home-school agreements.
- 4.15 To research and review the opportunities/challenges arising from out of school provision (from a pupil learning perspective).
- 4.16 To monitor the academy's improvement plan
- 4.17 Ensure Admissions Policy is fairly implemented
- 4.18 To appeal against Local Authority directions to admit pupil(s)

5 Notes

- 5.1 To review these terms of reference at the Autumn Term meeting
- 5.2 Agendas shall be distributed to members at least 7 clear days before meetings.