

**COPNOR PRIMARY SCHOOL**  
**CURRICULUM & STANDARDS COMMITTEE**  
**TERMS OF REFERENCE**

**1. Membership**

- 1.1 The membership should consist of no fewer than 5 members.
- 1.2 Where possible to include Link Governors for curriculum subjects.

**2. Quorum**

- 2.1 The committee shall be quorate when 3 members attend, with at least one non-staff governor.

**3. Meetings**

- 3.1 The committee shall normally meet termly unless more are required to support or review curriculum and standards issues.
- 3.2 Minutes should be taken of all meetings and signed by the Chair and filed.
- 3.3 Copies of all minutes to be circulated to all Governors.

**4. Functions**

- 4.1 To ensure that strategies are in place to raise achievement for all pupils.
- 4.2 To ensure there is high quality teaching & learning across all year groups.
- 4.3 To focus on issues arising from data concerning standards achieved in the curriculum.
- 4.4 To assist the Headteacher and teaching staff in monitoring the implementation of the National Curriculum.
- 4.5 To focus on areas of the curriculum in accordance with the School Development Plan.
- 4.6 To ensure there is reliable assessment and high quality tracking information for all learners.
- 4.7 To agree targets (statutory and non-statutory) for attainment & progress in consultation with the Headteacher.
- 4.8 To monitor progress towards these targets.
- 4.9 To monitor the progress of all vulnerable or under-performing groups.

**5 General**

Any governor has the right to attend any committee meeting but without the power to vote.