



**Thames Ditton Infant School**

**TERMS OF REFERENCE**

**Curriculum and Data Committee**

**MEMBERSHIP**

The committee will comprise: Head teacher and/or representative from senior leadership team, 1 x ELT governors, staff governor, other governors as invited.

**QUORUM**

Head teacher or SLT delegate, Chair and one other.

**ELECTION OF CHAIR**

The governing body will appoint the Chair at the first meeting of the governing body in the academic year.

**MEETINGS**

The committee will normally meet once per term but may meet at other times as necessary.

The committee will report back to the full governing body at least once per term and copies of the minutes will be circulated to other governors.

Minutes (action-based) will be taken by the Clerk.

**RESPONSIBILITIES**

To act strategically in relation to the following:

<b>School Development Plan</b>	<ul style="list-style-type: none"><li>● Review School Development Plan targets and performance indicators, particularly those relevant to this committee</li></ul>
<b>National Curriculum</b>	<ul style="list-style-type: none"><li>● To ensure the school complies with the national curriculum requirements</li><li>● To ensure that all areas of the school's curriculum are managed to support pupils' learning and achievement and the provision of a quality education for all pupils</li><li>● To ensure that there are systems in place which enable <i>all</i> pupils to have equal access to the curriculum and the opportunity to make progress, including SEND pupils</li></ul>

	<ul style="list-style-type: none"> <li>● To ensure that there are effective systems for assessing, recording and reporting pupils' attainment and progress and that this information is used to inform curriculum planning</li> <li>● To ensure that the school complies with statutory requirements for the display of curriculum information on its website</li> <li>● To monitor the implementation of changes to the school curriculum in line with national and local guidelines, legislation and requirements</li> </ul>
<b>Achievement and Standards</b>	<ul style="list-style-type: none"> <li>● Focus on the outcomes and progress of all pupils, ensuring the school makes effective use of all baseline data and sets targets for the achievement of pupils at the end of R and KS1 for the following year</li> <li>● Review pupil achievement against the targets set including identifying any groups of pupils who may be under performing and ensure that strategic are put in place to address this. This includes specific consideration of disadvantaged groups, including but not limited to Pupil Premium and SEND groups, and 'More Able' pupils</li> </ul>
<b>Teaching and Learning</b>	<ul style="list-style-type: none"> <li>● To monitor and review the school's teaching and learning through the school's review and self-evaluation system (learning walks, observations etc) and in relation to the school's Teaching and Learning Policy</li> <li>● To monitor, evaluate and review relevant curriculum-linked polices</li> <li>● To take into consideration the impact of the school environment on teaching and learning and accessibility</li> </ul>
<b>SEND Data/Outcomes</b>	<ul style="list-style-type: none"> <li>● Monitor and challenge data relating to SEND outcomes, ensuring progress for all learners</li> </ul>
<b>Ember Learning Trust</b>	<ul style="list-style-type: none"> <li>● To consider how the school, as part of the Ember Learning Trust, embeds the co-operative values in its teaching and learning</li> </ul>
<b>Equality and Inclusion</b>	<ul style="list-style-type: none"> <li>● Monitor delivery of objectives as detailed in the Single Equality Policy</li> <li>● Provide support and challenge around issues relating to inclusion</li> </ul>

<b>Links with other committees</b>	<ul style="list-style-type: none"> <li>• To advise other committees of the curriculum implications of any matters they may consider</li> <li>• To report back to the governing body at least once per term</li> </ul>
<b>Risk Register</b>	<ul style="list-style-type: none"> <li>• To regularly review the risk register; to ensure that the school acts carefully to mitigate risks and propose changes where appropriate to the full governors meeting</li> </ul>
<b>Governor visits</b>	<ul style="list-style-type: none"> <li>• In the summer term, plan for required governor visits for the following academic year to ensure appropriate oversight</li> </ul>
<b>Training</b>	<ul style="list-style-type: none"> <li>• Review training requirements of committee members and liaise with the Training Governor/Chair of Governors to secure this</li> </ul>
<b>Review</b>	<ul style="list-style-type: none"> <li>• To review the effectiveness of the committee and the terms of reference annually</li> </ul>

#### **CURRICULUM AND DATA COMMITTEE POLICIES**

- **C&D Equality Information and Objectives**
- **C&D Equality Statement**
- **PSHE Education Policy**
- **Relationships Education Policy**
- **SEND Policy**
- **Teaching and Learning Policy**

#### **FORWARD PLAN FOR SCRUTINY**

- **Autumn Term - Relationships Education Policy, SEND Policy, Teaching and Learning Policy**
- **Spring term – C&D Equality Information and Objectives, C&D Equality Statement**
- **Summer term – PSHE Education Policy**

**The C&D Committee will lead and co-ordinate three monitoring visits focussing on Curriculum and Data across the year. The focus of these visits will be agreed with the Head teacher at the start of each year**

**The SEND Governor will join a SEND sub-committee along with the Chair of Curriculum and Data, the Chair of Safeguarding and Wellbeing and the Chair of Finance and Resources.**

#### **GOVERNING BODY**

The Chairperson of Curriculum and Data Committee will report on Strategic matters to the full Governing Body at each termly meeting.

## **REVIEW**

These terms of reference will be reviewed annually.

Date written: Autumn 2025

Review date: Autumn 2026

*Advice given by Governors at this school is incidental to their professional expertise and is not given in their professional capacity.*