**Pilgrim Pathways School**

**COMMITTEE REMIT 2021-2022**

The 3 core strategic functions of the Management Committee as outlined in the DfE Governance Handbook October 2020 are:

**• Ensuring clarity of vision, ethos and strategic direction;**

**• Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and**

**• Overseeing the financial performance of the organisation and making sure its money is well spent.**

More information regarding the work of the Management Committee can be found in the Annual Governance Statement 2020-2021.

To ensure sufficient oversight, support and accountability in areas of identified priority and statutory coverage, in addition to the full Management Committee, there are 2 sub-Committees: the Business and Finance sub-Committee, and the Curriculum and Standards sub-Committee. Membership of each of the sub-Committees can be found in the Membership document. More information about the functions of each of these sub-Committees can be found in the Terms of Reference below: -

**TERMS OF REFERENCE**

**FOR CURRICULUM AND STANDARDS SUB-COMMITTEE**

1) Membership

The governing body has to decide the membership of the committee on an annual basis. A clear resolution approving the membership of the committee must appear in the minutes of the main governing body. Where the headteacher is a governor they will be an automatic member. Alternatively if the headteacher is not a governor they have a right to attend all meetings of the Standards Committee. The committee will elect from their number a chair at the first meeting of each academic year.

2) Name of Clerk

The governing body must appoint a clerk to each committee who must not be the headteacher of the school. The governing body can appoint a governor to clerk this committee. It is up to the governing body if they are a member of the committee or not. The governing body can also appoint a trained paid clerk or volunteer.

3) Quorum

The quorum shall be three members of the committee. It is recommended that the quorum is the headteacher plus two members of the committee.

4) Meetings

Meetings will be held regularly/at least once each term, as required. One week’s notice of the agenda must be given by the clerk of the committee when convening a meeting. The clerk will be responsible for calling the meetings and producing minutes.

5) Function

Decisions taken by the committee must be led by the priorities identified within the school’s improvement planning or raising achievement plan (RAP), and reflect the school values being:

1. Respect
2. Inclusion
3. Independence
4. Resilience
5. Compassion

The main function of the Standards Committee will be to advise and work with the headteacher to promote the best educational and personal outcomes for all children at the school - subject to the following:

• To monitor standards, achievement and progress of children in the school

• To monitor the school’s priorities for improvement in improving standards and children’s learning and personal outcomes

• To receive evaluation on the school’s priorities and consider the school’s suggestions for the future plans

• To consider and advise the governing body on achievement and other matters relating to the school’s curriculum, including statutory requirements and the School’s Curriculum Policy, achievement for children as they progress through the school and progression for children’s next identifiable stage

• To appoint link governors to monitor and report on, the school’s priorities for improvement in children’s achievement

• To review the overall effectiveness of the school’s performance management policy in raising achievement Produced by School Governance Team, Cambridgeshire County Council (09/19) Page 4 of 6

• To review the school’s performance in line with local schools and national

• To consider the KIT report from the local authority and any other reports on the performance of the school

• To review all curriculum and learning policies (list school specific policies)

• To review all equality policies

• To ensure the learning needs of different groups of children are met and that their outcomes are improving, including children entitled to free school meals (FSM) and children who have special educational needs (SEN)

• To review the impact of all targeted funding to improve achievement, such a pupil premium

• To look at attendance data and examine what the school is doing if attendance needs to be improved

• To ensure safeguarding in the school is effective

• To ensure that agreed procedures are in place for educational visits, including the appointment of a named co-ordinator

• To ensure the information on the school website complies with statutory requirements

**TERMS OF REFERENCE**

**FOR BUSINESS AND FINANCE SUB-COMMITTEE**

[ to be added once approved September 2021 ]