



# Waterbeach Community Primary School

## CHILDREN'S COMMITTEE TERMS OF REFERENCE

2022-2023

The purpose of the Children's Committee is to govern the improvement of all pupil-related matters, including progress and achievement, the curriculum, and the quality of teaching and learning through target-setting, monitoring, evaluation and the school improvement plan.

### **Membership:**

- The Children's Committee will comprise at least three Governors.
- The Children's Committee may co-opt additional, non-voting members.
- The Chair and the Vice Chair of the Children's Committee will be elected annually at the second summer term meeting of the Full Governing Body.
- When the Chair or Vice Chair is absent, members of the Committee will elect an acting Chair.

### **Quorum:**

- In order for business to proceed, three Governors of the Committee need to be present

### **Meetings:**

- The Committee shall meet at least once per term, with additional meetings as necessary.
- An agenda will be circulated at least seven days before the Committee's meeting date.
- Committee meetings will be no longer than two hours duration.
- Meetings will be professionally clerked.
- Each meeting of the Committee will be minuted. These minutes will record any decision taken by the Committee and will be circulated to all members of the Governing Body before the next full Governing Body Meeting.
- At every full Governing Body Meeting the Chair of the committee will give a brief report of any issues needing attention of all governors
- Any member (voting or non-voting) will withdraw from a meeting where they have a pecuniary interest in the matter under consideration



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## The Governing Body delegates the following responsibilities to the Children's Committee:

- to ensure that the National Curriculum is delivered and its assessment procedures are carried out in line with the legal framework
- to ensure that the whole school curriculum is broad and balanced; is relevant to the needs of all children; provides continuity and progression; is adequately resourced
- to ensure that statutory targets for pupil achievements are set and published as required
- to contribute, in collaboration with the Head and staff, to establishing, monitoring and evaluating sections of the School Development Plan relating to teaching, learning, curriculum and quality of provision and to oversee any key issues relating to curriculum delivery
- to establish, monitor the impact of, and review the school's Teaching & Learning Policy, SEN Policy, SRE Policy, and other curriculum related policies (as specified in the Governing body's Policies Policy document)
- to support and oversee 'named governors' who have responsibility for monitoring particular areas of provision (Child Protection, Looked-after Children, Pupil Premium Funding, Sports Funding, More Able, Sex and Relationship Education, Special Educational Needs and Disabilities); to help them ensure that earmarked funds are spent effectively, and that the impact of any interventions is monitored and reported appropriately
- to review the school's provision for Personal, Social, Health & Citizenship Education taking account of Local Authority & Government guidance, and to ensure that policies and procedures are in place to promote the spiritual, moral, social and cultural development of our children
- to receive curriculum progress reports from the Head and others including an analysis of the annual RAISE online report and information about non-statutory assessment and testing in order to monitor, review and evaluate the standards of achievement and progress
- to ensure the full governing body understands the overall performance data for the school and resulting priorities for governors
- to consider areas that have implications for financial (>£5k) and personnel decisions and make recommendations to the relevant committee or the Governing Body
- to liaise with, consult with, and provide information to, parents and the wider community on matters relating to the curriculum, pupil achievement, and school performance as required
- to monitor the assessment of children's behaviour, attitudes to learning and attendance levels
- to promote extra-curricular / enrichment activities
- to celebrate children's achievements

Approved by the FGB: 19<sup>th</sup> October 2022



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