



TERMS OF REFERENCE: SCHOOL IMPROVEMENT COMMITTEE

Date of last review	November 2023	Review period	Annual
Date of next review	November 2024	Committee	School Improvement

Jesus said, 'I am the Good Shepherd... I know my sheep and my sheep know me.' John 10.14

Purpose

The purpose of the School Improvement Committee is:

- To act on matters delegated by the Full Governing Body
- To liaise and consult with other committees where necessary
- To contribute to the School Development Plan
- To consider Safeguarding and Equalities implications when undertaking all committee functions.

Membership

The School Improvement (SI) Committee will comprise at least three Governors plus the Head Teacher and Chair of Governors. The School Improvement Committee may co-opt additional, non-voting, members. The Chair of the Committee will be elected annually at the first Autumn Term meeting. When the Chair is absent, members of the Committee will elect an acting Chair, the Chair must be a Governor and must not be employed by the school.

Quorum

In order for business to proceed three non-staff Governors, who are appointed members of the committee, and the Head Teacher must be present.

Meetings

- The Committee shall meet as necessary but not less than once per term.
- The Chair of the Committee will liaise with the Head Teacher prior to meetings to agree the agenda.
- An agenda will be circulated before the Committee meeting date and at each meeting of the Committee Minutes will be taken.
- Any decisions taken must be determined by a majority of votes of committee members present and voting – but no vote can be taken unless a majority of those present are governors.
- The draft Minutes will record any decision taken by the Committee and will be circulated to all members of the Governing Body before the next meeting of the full Governing Body. The draft Minutes will be presented at that meeting by the Chair (or in their absence, by another member of the committee).
- Any member will withdraw from a meeting in which he/she has a pecuniary interest in any of the matters under consideration.

Responsibilities

The Governing Body delegates the following responsibilities to the Resources Committee:

Curriculum Planning and Delivery

- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the FGB the:
 - Self-evaluation form
 - The School Improvement Plan
 - Targets for school improvement
- To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. sex education and pupil behaviour/discipline).
- To ensure that the requirements of children with SEND are met, as laid out in the Code of Practice, and receive regular reports from the HT/SENCO, and an annual report from the SEND governor.
- To review, monitor and evaluate the provision for collective worship and religious education.

Assessment and Improvement

- To monitor and evaluate the effectiveness of leadership and management.
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement.
- To monitor and evaluate rates of progress and standards of achievement by pupils, including any under achieving groups.
- To monitor and evaluate the impact of continuing professional development on improving staff performance.
- To set priorities for improvement, and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation.
- To monitor and evaluate provision for all groups of vulnerable children, e.g. looked after children, and to ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.

- To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement officers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.
- To ensure that all children have equal opportunities.
- To advise the Resources Committee on the relative funding priorities necessary to deliver the curriculum.
- **Engagement**
- To monitor the school's publicity, public presentation and relationships with the wider community.
- To identify and celebrate pupil achievement.
- To oversee arrangements for educational visits, including the appointment of a named co-ordinator.
- To ensure all statutory requirements for reporting and publicity information are met and the school website content is fully compliant and presented in an accessible way.

Signed:

Chair of Governors

Date: