

WATLING LOWER SCHOOL
GOVERNING BODY PERFORMANCE AND PROCEDURES COMMITTEE
TERMS OF REFERENCE

Membership

The Committee shall consist of at least five governors. The headteacher or his/her representative shall attend each meeting of the Committee. The Committee shall have such co-opted non-voting members, as the Committee shall appoint, e.g. head of Department/Curriculum Co-ordinator as appropriate. The Chairperson shall not be an employee of the school and will be elected annually by the Full Governing Body.

Quorum

The quorum shall be three governors

Meetings

The Committee shall meet at least once a term or otherwise as required by the Chairman of the Committee or the headteacher. Minutes of each meeting will be presented to the full Governing Body.

Terms of Reference

1. To consider the LEA's curriculum policy statement and to recommend to the Governing Body for adoption of the school's curriculum statement, which will
 - a) reflect the school's stated aims and values
 - b) take account of the views expressed by the local community
 - c) deliver the National Curriculum
2. To recommend to the Governing Body whether sex and relationship education should be included in the curriculum and, if so, what it should consist of and how it should be organised and to recommend for adoption a written statement of that policy.
3. To recommend to the Governing Body for adoption a policy for Religious Education and Collective Worship, in accordance with the locally agreed syllabus as appropriate.
4. To recommend to the Governing Body for adoption a policy for Inclusion/Special Educational Needs (SEN) in line with the Special Educational Needs & Disability Act 2001 and to receive a termly report from the SEN Governor.
5. To recommend to the Governing Body for adoption policies for all National Curriculum subjects, including their assessment, which take account of equality of opportunity and special educational needs.
6. To recommend to the Governing Body for adoption any other whole school aspect policies as required e.g. school visits, environment, anti-bullying.

7. To recommend to the Governing Body for adoption a complaints procedure for the school.
8. To determine a timetable for the systematic review of all curriculum policies
9. To evaluate all curriculum policies in the context of the School Development Plan and their effectiveness as monitored by the 'SEF' within the school's stated aims and values.

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Last reviewed December 2009

Approved by Full Governing Body: