

TERMS OF REFERENCE FOR THE CURRICULUM COMMITTEE 2016/17

Composition of Membership of Committee:

Chair or Vice Chair of Governing Body (ex-officio)

Principal (ex-officio)

and a minimum of 4 governors including:

Governor from the Finance Committee, HR Committee, Parent Governor and Staff Governor

Composition of Associate Membership:

Deputy Principals

Only Governors have voting rights

Current Membership:

Governor	Kim Johnson (Chair)
Governor	Samantha Collett (Vice Chair)
Governor - Principal (ex officio)	Tony Alexander
Governor – Finance Committee	Clair McColl
Governor -	Clare Babbage
Governor – Staff	Andy Gelling
Governor - Parent	Philip Wales
Governor	Anna Stimson
Governor- Vice Chair of GB	Lesley Miszewska
Governor	Marianne Skinner
Governor – Human Resources	Margaret Turgoose

Current Associate Membership:

Deputy Principal	Graham Allen
Deputy Principal	David Turner
Assistant Principal	Loraine Bowles

Attendance: The committee may invite to particular meetings, individuals responsible for curriculum within the College

Quorum: The Principal or nominated Deputy and three other governors including the Chair or Vice Chair of Curriculum

PA to the Committee: Michaela Savage

Period of Office: 4 years or for as long as a member remains eligible whichever is the shorter.

Meeting dates for 2016 / 2017

04.10.16	28.02.17
15.11.16	16.05.17
10.01.17	

Date agreed: 13 September 2016

Date of review: September 2017

**Committee Chair's
Signature:**

Brief: To consider all matters related to teaching and learning and the improving of standards.

Terms of reference	Decision / Recommendation	Review Cycle
a) To monitor the results of external examinations and other assessments and report to the Governing Board.	R	Aut 1
b) To consider the impact of changing social circumstances on the curricular offer eg social media, increasing family breakdown, levels of support from external agencies and radicalisation.	R	Aut 1
c) To review the monitoring and setting of progress targets for students by the College staff.	D	Aut 2
d) To monitor the PREVENT strategy within the College.	D	Aut 2
e) To consider curriculum proposals for the next academic year and the longer term and make recommendations to the Governing Board.	D	Spr 1
f) To monitor the delivery of all aspects of Learning Support within the College.	R	Spr 1
g) To monitor development planning and its connection to self evaluation.	R	Spr 2
h) To monitor the delivery of other cross-curricular themes.	R	Spr 2
i) To review and recommend the Special Educational Needs Policy to the Full Governing Board for approval.	R	Sum 1
j) To monitor the delivery of spiritual, moral, social and cultural (SMSC) development and review the provision for collective worship- and sex education.	R	Sum 1
k) To monitor effective communication with parents (regarding the curriculum).	R	Sum 1
l) To agree, monitor and review all policies under the Curriculum Committee as per the rolling programme (see page 3).	D	See rolling programme
m) To consider any other relevant business brought forward by the Chair.	R	Aut Spr Sum
n) To identify and recommend to the Risk Management Committee items relating to the College that may need registering in the Risk Register.	R	Aut Spr Sum
o) To initiate internal reviews and / or working parties as necessary and consider reports arising.	R	As necessary
p) To consider relevant documents from the DFE, the LA, and other bodies and advise the Governing Board accordingly.	R	As necessary
q) If it is not practical to obtain approval for bids and grants and/or the supply/procurement of goods and services (ensuring that VFM has been achieved and the robust principles of the Finance policy have been followed) from a full meeting of the Curriculum Committee, as the requests falls outside of meeting dates, the Chair or Vice Chair of the Curriculum Committee has delegated power to agree such urgent requests in conjunction with the Director of Finance and Resources.		

Policy	Agreed Date	Review Date	Review Cycle	ECC Staff Responsible
Community Cohesion Statement	Aut 1 2015	Aut 1 2016	Annual	R Childs
Able, Gifted & Talented Policy	Aut 1 2014	Aut 1 2016	2 yrs	I Williamson
Special Educational Needs *	Spr 1 2015	Aut 1 2016	Annual	
Appropriate & Inappropriate Material	Aut 1 2014	Aut 1 2016	2 yrs	G Allen
Race Equality	Spr 1 2016	Spr 1 2017	Annual	G Allen
Collective Worship	Spr 1 2016	Spr 1 2017	Annual	G Allen
Drugs Policy (Students)	Spr 1 2016	Spr 1 2017	Annual	M Skinner
Drug Incident Management Policy	Spr 1 2016	Spr 1 2017	Annual	G Allen
Attendance Policy (Students)	Spr 1 2016	Spr 1 2017	Annual	D Turner
Citizenship Policy	Spr 1 2015	Spr 1 2017	2 yrs	G Allen
Equality Policy	Spr 2 2016	Spr 2 2017	Annual	G Allen
ICT and E-Safety Policy	Spr2 2016	Spr 2 2017	Annual	G Allen
Anti Bullying Policy	Spr 2 2016	Spr 2 2017	Annual	M Skinner
Work Experience Policy	Spr 1 2016	Spr 1 2019	3 yrs	J Westcott
Examinations, Resits & Appeals	Sum 1 2016	Sum 1 2017	Annual	D Turner
Malpractice Policy	Sum1 2016	Sum1 2017	Annual	D Turner
Children In Care	Sum 1 2016	Sum 1 2017	Annual	G Allen / H Miles
Homework	Sum 1 2016	Sum 1 2017	Annual	
The Exmouth Curriculum Document including Leading Learning Policy	Sum 1 2016	Sum 1 2017	Annual	G Allen
Exam Contingency Plan	Sum22016	Sum 1 2017	Annual	B Beaumont
Mobile Phone Policy	Spr 2 2016	Spr 2 2018	2 yrs	G Allen
Rewards and Behaviour Policy	Spr 1 2016	Spr 2 2018	2 yrs	D Turner / H Miles
Sex Relationship Policy	Sum1 2016	Sum1 2018	2 yrs	M Skinner
Assessment Whole School Policy	Sum1 2016	Sum1 2018	2 yrs	D Turner
Religious Education	Sum 1 2016	Sum 1 2018	2 yrs	L Lowe
Detention Policy	Sum 1 2016	Sum 1 2018	2 yrs	G Allen

* Must be ratified by FGB.