Chelmsford County High School for Girls

Curriculum Committee Terms of Reference

Membership
Membership of the Committee comprises a minimum of four full members of the Governing Body including the Headteacher. Also expected to be in attendance will be the:

- Associate Member of the Governing Body,
- Deputy Headteacher (Academic),
- Assistant Headteacher (Teaching & Learning), and
- Clerk to the Governing Body.

Deleted: Head of Sixth Form

Names of current members will be as listed on the Governing Body Committee Membership List.

The Chair of the Committee shall be appointed by nomination and electronic voting at the end of the summer term prior to the start of each academic year, or at the next full Committee meeting following the resignation of a Chair.

A quorum shall be 50% of the current membership rounded up to a whole number.

Meetings
Meetings will be held a minimum of three times per academic year, at least termly, in accordance with the published calendar of Governing Body meetings.

Terms of Reference
The terms of reference will be reviewed at the first meeting of each academic year.

Responsibilities
To act on behalf of the full Governing Body in relation to major curriculum policy decisions.

Duties
The duties of the Curriculum Committee shall be to:

1) Monitor and agree school policies, in the light of national requirements, in relation to all curriculum matters, and to contribute to the curriculum section of the School Development Plan.

2) Have a policy on how Sex and Relationships should be provided at the school; to review and update this policy on a regular basis as required.

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Notwithstanding the above, the Headteacher:

1) Shall have responsibility for day-to-day decision making on the management of the curriculum,

2) Can decide that the School Curriculum shall not apply or shall apply differently, to an individual pupil for a temporary period, and

3) Decides the arrangements for collective worship, after consultation with the Governors.

Accountability
The Curriculum Committee is accountable to the Full Governing Body. A report (including minutes) from the Curriculum Committee shall be a standing agenda item at calendared meetings of the Full Governing Body.

To be Approved by the Governing Body: 20th October 2022
Approved by the Curriculum Committee: 20th October 2021

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