Education, Schools and Inclusion
Gateshead

Gateshead Council

HARLOW GREEN COMMUNITY PRIMARY SCHOOL

CURRICULUM & STANDARDS COMMITTEE - TERMS OF REFERENCE
Autumn Term 2026 update

1. Membership

The membership of the committee shall be not less than three governors.

2. Quorum

The quorum for meetings of the committee shall be three governors who are members of the committee (having been appointed to the committee by the governing body).

3. Frequency of meetings

The committee shall meet at least once per term.

4. Delegated functions

4.1 To elect a committee Chair annually (unless the Chair has already been appointed to the committee by the governing body).

4.2 To approve the minutes of the last committee meeting and monitor any matters arising not appearing elsewhere on the agenda.

4.3 To review School Improvement Plan priorities and progress towards them.

4.4 To monitor the school's provision for relationships and sex education (RSE) and health education, including ensuring that:

- all pupils make progress in achieving the expected educational outcomes;
- the subjects are well led, effectively managed and well planned;
- the quality of provision is subject to regular and effective self-evaluation;
- teaching is delivered in ways that are accessible to all pupils with SEND;
- clear information is provided for parents on the subject content and the right to request that their child is withdrawn; and
- the subjects are resourced, staffed and timetabled in a way that ensures that the school can fulfil its legal obligations

4.5 To monitor the compliance of the school website with respect to information that must be published on it, including the SEN Information Report that includes information about the implementation of the governing body's policy for pupils with SEN, and that it is monitored by a governor annually.

4.6 To be satisfied that the school is compliant in following the statutory guidance on the cost of school uniforms, particularly when developing and implementing a statutory School Uniform Policy.

4.7 To review the school's extended school offer, including out of hours clubs.

4.8 To review the school's EYFS provision, including ensuring that the required policies and procedures for both learning and development and safeguarding and welfare provision for children from birth to five are in place (separate policies for EYFS are not required where procedures are already covered in existing whole school policies) (Nursery and Primary schools only).

Achievement/Curriculum and teaching/Inclusion

4.9 To annually review exam and assessment data, and to subsequently monitor pupil attainment and progress by receiving updates on whole school data.

4.10 To review whole school data with a focus on disadvantaged pupils including:

- pupils with special educational needs and/or disabilities (SEND);
- pupils who meet the definition of children in need of help and protection;
- pupils receiving statutory local authority support from a social worker; and
- pupils who otherwise meet the criteria used for deciding the school's pupil premium funding (this includes pupils claiming free school meals at any point in the last 6 years, looked after children (children in local authority care) and/or children who left care through adoption or another formal route)

4.11 To receive updates on the implementation of the curriculum.

4.12 To monitor the promotion of equality across the curriculum and progress on equality objectives, in line with the responsibilities of the Equality Act 2010.

Attendance and behaviour/Personal development and well-being

4.13 To monitor data on attendance and punctuality/absences.

4.14 To monitor data on behaviour, exclusions and bullying.

4.15 To monitor the school's SMSC (Spiritual, Moral, Social and Cultural development) provision, including the school's promotion of fundamental British values in its curriculum, in line with the responsibilities of the Prevent duty.

Leadership and governance/Safeguarding

4.16 To receive safeguarding updates, including ensuring that key aspects of Keeping Children Safe in Education are in place and are being followed.

4.17 To review parent and pupil survey results and to monitor pupil views.

4.18 To monitor the effectiveness of parental engagement and communication.

4.19 To monitor the effectiveness of the promotion of community cohesion.

5. Policies

Statutory

5.1 To ensure a School Attendance Policy is established and adopted and is reviewed and re-adopted annually.

5.2 To ensure a School Exclusions Policy is established and adopted and is reviewed and re-adopted annually.

5.3 To ensure a School Uniform Policy is established and adopted and is reviewed and re-adopted annually.

5.4 To ensure an Equality Objectives Policy is established and adopted and is reviewed and re-adopted every four years.

5.5 To ensure a Relationships and Sex Education and Health Education Policy is established and adopted and is reviewed and re-adopted annually (**NOT** required for nursery schools. Schools **MUST** consult parents when reviewing (changing) their policy).

5.6 To ensure a Careers Guidance Policy is established and adopted and is reviewed and re-adopted annually (secondary education).

6. Confidential items

6.1 To approve any confidential minutes of the last committee meeting and monitor any matters arising not appearing elsewhere on the agenda.

6.2 To review the quality of teaching and the impact it has on the delivery of the curriculum.

7. Reporting to the governing body

7.1 The committee clerk will send the minutes (or draft minutes, if they are still awaiting approval at the next committee meeting) of its meetings to the Governance Professional to the governing body for inclusion with the agenda of the next meeting of the governing body.

7.2 The committee Chair (or, if the committee Chair is not present at the governing body meeting, any other member of the committee who was present at the committee meeting) shall report to the governing body on any actions undertaken by the committee, as delegated to the committee by the governing body, including but not limited to the approval of any policies.