Terms of Reference for the Curriculum Portfolio

**School Year: 2023-24**

**Lead governor / portfolio holder: Sammy Atkinson and Jasmine Banning**

**Duties which are delegated to this governor/trustee / this committee:**

*Governing boards may use their powers to delegate functions and decisions to committees or individual governor/trustees. It is the overall governing board, however, that in all cases remains accountable in law and to Ofsted for the exercise of its functions. (Governance Handbook.)*

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| To monitor the implementation of changes to the school curriculum in line with national and local guidelines, legislation and requirements | D |
| To evaluate information from the head, subject leaders and staff about how the curriculum is taught, evaluated and resourced, report to full governing board | D |
| To agree the policies for sex & relationships and collective worship  | D |
| To agree the arrangements for educational visits and ensure that they are in line with current Devon County Council guidance (link to Health and Safety) | D |
| To develop and review a monitoring procedure and cycle for governors focussing on specific areas of the curriculum, linked to the School Improvement Plan. Link to an agreed programme of governor visits at full governing board level | R |
| To establish/recommend as appropriate the policy and protocol for governor visits to the school. Ensure all governors are aware of and following the agreed structure by monitoring its implementation.  | D |
| To ensure the continued knowledge and understanding of governors in respect of the National Curriculum | D |
| To monitor and evaluate the provisions of the curriculum to account for the needs of children with SEND, including more able children | D |
| To ensure statutory information relating to the curriculum is published on the school website including:* The content of the curriculum by academic year and subject
* How parents (including prospective parents) can obtain further information in relation to the curriculum
* Key Stage 1 phonics and reading schemes in operation
 | D |
| Review term dates as recommended by the Headteacher including non–pupil and inset days  | R |

**Policies and Documents delegated to this governor/trustee / this committee:** (*insert/delete policies and documents as applicable)*

The portfolio holder has lead governor responsibility for several school policies including the Curriculum Policy and the RSHE Policy. Policies are set out in the annual Policy Review Schedule maintained by the Clerk.

**In addition, this portfolio includes responsibility for the following non-policy areas/documents:**

* Curriculum information published on school website (Statutory)

**Date agreed (at meeting of Full Governing Body): Wednesday 13 September 2023**

**Date for next review: September 2024**

**Levels of Delegation - Decision or Recommendation**

D = **decision** to be taken by the committee and reported to the full governing board in the minutes.

R = the committee to make a **recommendation** to the full governing board, who will make the decision.

*Note from The Governance Consultancy Team: The level of delegated decision making given to a committee needs to be agreed by the full governing board. Full delegation (within legal requirements) is suggested within these terms of reference, but you may wish to set different levels with the committee making more recommendations and fewer decisions. Whatever you decide, make sure there is no duplication between the work of the committee and the full governing board. All delegated decisions must be reported to the full governing board through the minutes from the committee.*