

CHRISTLETON HIGH SCHOOL
CURRICULUM AND ACHIEVEMENT ADVISORY PANEL
TERMS OF REFERENCE 2019/2020

	Terms of Reference	How	When
1	<p>To oversee the development and implementation of all aspects of the curriculum including:</p> <ul style="list-style-type: none"> • Ensuring a broad, inclusive, balanced, relevant and modern curriculum which caters for the widest possible range of needs • Considering proposed curriculum changes and subsequent impacts for the following school year • Monitoring the curriculum aspects of the School Development Plan • Ensuring the school meets its legal requirements in relation to the curriculum • Considering ways of further developing the curriculum to make it more meaningful for the future world of work and student pathways. • Considering any opportunities for coordination of curriculum provision across the Trust • Planning and approving Year 12 subjects having regard to the needs of students and affordability • Reviewing all relevant policies for the school curriculum and making recommendations to the full LGB as appropriate 	<p>Clerk and SLT Lead(PG) to liaise with Headteacher (HT) and/or Deputy Headteacher (DHT) to ensure all relevant documents/new legislation is presented to the Panel</p> <p>Where necessary formal report from HT/DHT/SLT Lead</p> <p>Monitoring legislative changes, course availability and uptake, performance and outcomes</p> <p>Panel to discuss and refer where necessary any recommendations to the full LGB</p>	On-going and as required
2	<p>To review the activities, curriculum provision and performance of individual departments, (and/or other areas of focus or innovation) including</p> <ul style="list-style-type: none"> • Receiving presentations from Departments and project leaders on activities, achievements, best practice and areas for development Receiving • Critically evaluating reports on Departmental performance and the level of support they require 	<p>Cycle of presentations to the Panel</p> <p>Annual report from DHT with updates as appropriate</p>	One per meeting Annual
3	<p>To monitor and evaluate all aspects of curriculum performance including:</p> <ul style="list-style-type: none"> • Critically evaluating external and 	<p>Formal report(s) from HT/DHT/SLT Lead and/or Heads of Department/Subject as agenda items on termly meetings</p>	On-going and as required

	<p>internal performance data on student progress, attainment and achievement including exam results, both overall and for appropriate student sub-groups and focus on disadvantaged students.</p> <ul style="list-style-type: none"> • Monitoring progress against appropriate KPIs in the SDP • Considering the actions taken/required in response to performance data • Working with staff to develop improved performance management systems and monitoring and reporting arrangements – as required and subject to available resources (finance and staff) • Ensuring that Governor oversight of performance provides challenge, is effective and proportionate and adds value for students 	<p>More detailed analysis by the Governors' Performance Indicators Group, which reports to this Panel.</p> <p>Panel to discuss and refer where necessary any recommendations to the full LGB</p>	
4	To critically review the High Risk areas of the Risk Register attributable to the Panel.	Annual review of key high level risks and the mitigation activities undertaken	Annually
5	To monitor and evaluate the school's work on Student Pathways and the provision of Careers Guidance including the Gatsby Benchmarks	Regular reports from the SLT Lead (MC)	On-going
6	To deal with any matter specifically referred by the LGB	Panel agenda item	As required