



CHIPPING NORTON  
SCHOOL

## Chipping Norton School

### Impact Committee Terms of Reference (Teaching, Learning, Curriculum and Pupil Well-being)

#### Membership

The Local Governing Body shall determine the membership of this committee annually.

Any members of the Local Governing Body who wish to attend a meeting of this committee may do so.

The committee may invite such persons to attend a meeting as may be considered by them necessary to support their work. The School Manager/Senior support staff member and on occasion members of the Trust executive team shall be invited to attend meetings of this committee where appropriate.

#### Quorum

This committee shall not be considered quorate unless the Headteacher or his/her nominated representative is present.

Quorum for the committee shall be any three members of the committee or, where greater, any one third (rounded up) of the total number of committee members, of whom one must be the Head Teacher or their nominated representative.

#### Chairmanship

The Chair is elected each year by the committee. If the Chair is absent from a meeting, another governor may be appointed to take the chair for that meeting.

#### Meetings

The agenda and all paperwork relating to a committee meeting shall be circulated seven days prior to a meeting. A shorter timescale may be applied only if the committee Chair decides an issue needs urgent attention.

Declaration of Interests must be a standing item on every agenda.

Minutes must be taken of all committee meetings by the Clerk to the Local Governing Body. In the absence of the Clerk the minutes may be taken by a member of the committee. The minutes must be circulated with the agenda of the next full Local Governing Body meeting.

#### Committee Aims and Impact

The committee will, in carrying out its functions, uphold the Objects of the Trust, seek to further the principles of the Trust, and seek to further the aims and priorities of the school.

The committee is primarily responsible for:

- Overseeing the provision of a broad and balanced curriculum,
- Promoting high quality teaching and learning for all pupils,
- Scrutinising school and relevant benchmarking information to ensure continued and improving pupil standards of attainment and progress,
- Ensuring that pupils, families and the wider community remain a high profile when considering school improvement,
- Assisting the governing body with its understanding of the curriculum and
- Ensuring pupil well-being.

The committee will have regard to issues from the Trust and the wider local and national context, as they may impact on the school.

The committee will, in all its business, take account of whether its activities have had a positive impact on pupils.

### **Key Responsibilities**

The committee will respond to any requests from and adhere to any direction from the Local Governing Body and the Trustees of the River Learning Trust. The committee is expected, and has full delegated powers, to carry out the following specific tasks.

#### **Finance**

- Monitor the expenditure of the Pupil Premium, ensuring its impact on pupil achievement and reporting this to the Local Governing Body and parents via the school's website,
- Monitor the expenditure of the Year 7 Catch-up funding, considering its impact on pupil achievement and reporting this to the Full Governing Body and parents,
- Consider resource allocation (staffing, educational resources and capital) and value for money in relation to school improvement, curriculum planning and implementation.

#### **Safeguarding**

- Ensure safeguarding is at the heart of all school activity and policy and that existing policy is reviewed at least annually and adhered to,
- Monitor and review the school behaviour policy and procedures to ensure that they reflect school values,
- Receive reports on behaviour incidents,
- Monitor and evaluate the provision for the most vulnerable pupils, including those who might be at risk of permanent exclusion, considering alternative provision as required,
- Monitor pupil attendance levels and strategies for ensuring pupil attendance,
- Ensure the school curriculum adheres to and promotes British Values,
- Ensure that staff are alert to the risks of and actively seek to prevent radicalisation.

#### **Curriculum and standards**

- Consider educational outcomes and the raising of standards at all stages of curriculum planning and implementation,
- In consultation with the Headteacher and staff, agree aspirational targets for progress and attainment,
- Review and challenge pupil progress by considering internal data and external exam and test results,
- Review and challenge pupil attainment by considering internal data and external exam and test results,
- Review school data in the light of national, county and trust benchmarking information,
- Monitor and review strategies for improvement and evaluate their effectiveness,
- Ensure that systems are in place to monitor progress towards agreed progress and attainment targets,
- Ensure that systems are in place to evaluate the impact of teaching and to assess trends relating to teaching and learning,
- Monitor the impact of the quality of teaching on progress and standards,
- In consultation with the Headteacher and staff, evaluate curriculum provision,
- Monitor the identification and assessment of pupils with Special Educational Needs and Disabilities,
- Monitor the quality and impact of provision given to pupils with Special Educational Needs and Disabilities,
- Monitor the impact and consider the development of Extra-curricular provision, with particular regard to vulnerable pupils such as PP and SEND pupils,
- Monitor and consider the further development of student support provision,
- Review and consider ways to increase the effectiveness of the schools' engagement with parents and carers, to promote the engagement and learning of pupils,
- Monitor and review the scope and impact of careers guidance.

## Governance and Policies

- Ensure that any actions from reports e.g. OFSTED, that fall under the remit of this committee, are addressed,
- Monitor and review sections of the School Improvement Plan delegated to this committee,
- Ensure that the school website is compliant with all legislation and provides a relevant and up-to- date public face for the school,
- Monitor the school's profile in the community, planning and monitoring actions to promote positive views of the school amongst all stakeholders,
- Monitor and evaluate the organisation and quality of activities for parents e.g. parents evenings and open evenings,
- Identify and monitor the implementation of annual equality objectives,
- Review and approve policies delegated to this committee ensuring that they support the principles of equality and inclusion and establish high expectations for raising standards in outcomes for all pupils.

In addition, the committee will consider any other issues related to the committee's aims, and make recommendations on any relevant matters to the governing body.

The committee will prepare for the governing body any requested report on matters relating to the work of the committee.