



## De La Salle School

# Terms of Reference for the Quality of Education Committee

## Members

Headteacher  
E Ball  
C Burton  
A Hodgson  
C Morris  
T Sims

## General Terms

- To act on matters delegated by the full governing body.
- To liaise and consult with other committees where necessary.
- To contribute to the School Improvement Plan.
- To consider safeguarding and equalities implications when undertaking all committee functions.

## Quorum

- The quorum shall be three governors.

## Meetings

- The committee shall meet a minimum of once per term.
- The Chair shall be elected at the first meeting of the academic year.
- The Committee meetings will not be open to the public but minutes shall be made available. Information relating to a named person or any other matter that the committee considers confidential does not have to be made available for inspection.
- In the absence of the chair, the committee shall choose an acting chair for that meeting from among their number.
- In the absence of the clerk the committee shall choose a clerk for that meeting from among their number (someone who is not the headteacher).
- The draft minutes of each meeting will be circulated with the agenda for the next ordinary meeting of the full governing body and will be presented at that meeting by the chair (or in his/her absence another member of the committee).
- Any decisions taken must be determined by a majority of votes of committee members present and voting.

## Curriculum planning and delivery

- To monitor progress of the School Improvement Plan in relation to Quality of Education and share any relevant information with the FGB.
- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the full governing body the:
  - Self-evaluation form
  - School Improvement Plan
  - Targets for school improvement to the governing body
- To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. sex education and pupil behaviour/discipline).

- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and receive termly reports from the headteacher/SENCO and an annual report from the SEN governor (where appointed).

## Assessment and improvement

- To monitor and evaluate the effectiveness of academic middle leadership and management
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement
- To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups
- To monitor and evaluate the impact of continuing professional development on improving staff performance
- To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.
- To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement advisers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.
- To ensure that all children have equal opportunities.
- To advise the resources committee on the relative funding priorities necessary to deliver the curriculum.

## Engagement

- To monitor the school's publicity, public presentation and relationships with the wider community.
- To ensure all statutory requirements for reporting and publishing information are met and the school website content is fully compliant and presented in an accessible way

## Specific Policies

| Year    | Autumn  | Spring  | Summer   |
|---------|---|---|--|
| 2021/22 | <b>SEND Info Report (AD) 1</b><br><b>SEND (AD) 1</b><br><b>SRE (JW) 1</b><br>Feedback and Assessment (CM) 1<br>Curriculum (CM) 1<br>SEND local Offer (AD) 1<br>Teaching and Learning (CM) 1 | Exam Contingency (PR) 1<br>Non-Exam Assessment (PR) 1<br>Homework (CM) 3<br>PSHCE (JW) 2    | <b>Provider Access (JW) 1</b><br>British values (JW) 3<br>CEIAG (JW) 1   |
| 2022/23 | <b>SEND Info Report (AD) 1</b><br><b>SEND (AD) 1</b><br><b>SRE (JW) 1</b><br>Feedback and Assessment (CM) 1<br>Curriculum (CM) 1<br>SEND local Offer (AD) 1<br>Teaching and Learning (CM) 1 | Exam Contingency (PR) 1<br>Non-Exam Assessment (PR) 1                                       | <b>Provider Access (JW) 1</b><br>CEIAG (JW) 1  |
| 2023/24 | <b>SRE (JW) 1</b><br>Feedback and Assessment (CM) 1<br>Curriculum (CM) 1<br>SEND local Offer (AD) 1<br>Teaching and Learning (CM) 1   | Exam Contingency (PR) 1<br>Non-Exam Assessment (PR) 1<br>Exam (PR) 3<br>Exam Appeals (PR) 3 | <b>Provider Access (JW) 1</b><br><b>SEND Info Report (AD) 1</b><br><b>SEND (AD) 1</b><br>CEIAG (JW) 1<br>Collective Worship (JW) 3 |