

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto

Be ambitious for the higher gifts.



17th October 2012

From the Clerk to the Governors

TERMS OF REFERENCE

SCHOOL IMPROVEMENT COMMITTEE ("the Committee")

Composition

To include up to seven named members of the Governing Body.

To include Head teacher, Staff governor, SEN governor, EYFS governor and RE governor.

Non governors may be co-opted on to the Committee.

Quorum

Four (one of whom must be a member of staff)

Objectives

To ensure that the Governing Body carries out the required statutory duties with regards to the monitoring, evaluation and improvement of the school.

To consider all detailed matters relating to the pupils' education and social well-being.

To monitor the activities relating to the assessment, statementing and review of children with special educational needs.

To ensure that statutory responsibilities relating to the conduct of the school and curriculum are being met.

To monitor and assist in the administration of the following:

- ensuring that the school is meeting the requirements of the school and National Curriculum;
- special needs in relation to education and welfare;
- religious education and collective worship;
- race equality;
- sex education;
- pastoral care;
- school meals;
- educational visits;
- school uniform;
- school prospectus;
- overall school organisation;
- freedom of information;
- pupil attendance;
- pupil disciplinary matters;
- any other pupil related matters deemed appropriate by the Committee

St. Aloysius' Catholic Primary School

143 Woodstock Road, Oxford OX2 7PH

Tel: 01865 311056

Headteacher: Tom Walker

E-mail: office.3842@st-aloysius.oxon.sch.uk

Website: www.staloysius.net

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Activities

The Committee is authorised to carry out the following duties:

1. To ensure that the school is meeting the requirements of the National Curriculum.
2. To agree, in consultation with the Headteacher, targets for the achievement of pupils at Key Stage 2.
3. To review when appropriate and make recommendations to the Governing Body on:
the school's curriculum statement;
the provision for religious education and collective worship;
the race equality policy;
the sex education policy;
the disability equality scheme;
community cohesion;
the assessment arrangements for pupils at the end of each key stage;
reporting arrangements to parents.
the school behaviour policy
school self evaluation
4. To consult with the Head, staff, parents, the community and relevant bodies, as appropriate, in order to maintain an oversight in, and review of, the above.
5. To assist in the production, review and rewriting of policy documents which cover the delivery of the curriculum (including R.E.), pastoral care and the approaches adopted to teaching and learning within the school.
6. To assist in the production and review of the school development/improvement plan and ensure recommendations following Ofsted inspections are incorporated into the School Plan.
7. To carry out an annual parents' survey and arrange an AGM for parents to report findings.
8. To deal with any matters that may be referred to the Committee by the Governing Body.

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Meetings

Committee meetings will be held on an as required basis but at least once a (new) term.

A record of all proceedings at each meeting will be made. Minutes will be circulated to members within seven days of the meeting, and presented with the agenda for the next full governors meeting.

The Chair of the Committee will report the work of the Committee to the regular meetings of the Governing Body and minutes of Committee meetings will be sent to all governors.

The Committee will liaise with such other committees, and invite members of other committees to attend its meeting, as should be deemed appropriate.

Any matters which may be in conflict with the work of another committee must be referred to the Governing Body.

Review of Terms of Reference

These terms of reference will be reviewed annually at the first committee meeting of the academic year.

Reviewed (date) _____

Signed (Chair) _____