



# Hoylake Holy Trinity CE Primary School

## School Development Committee Terms of Reference

*Learning for Life, Caring for All, Living each Day to the Full, Together as a Community*



- Membership**
- a) The committee shall consist of not less than three named governors plus the Head Teacher (if not a governor) or his/her representative if the Governing Body agree to such an invitation.
  - b) The committee shall have such Associate Members as decided by the governing body. The committee may make recommendations for these appointments.

**Quorum** The quorum shall be three governors.

**Meetings** The committee shall meet once per term and otherwise as required.

### **Strategic Development and Communications**

1. Consider the outcomes of the School's Self Evaluation process as it relates to matters relevant to the Development Committee.
2. Contribute to the long term vision and 3-5 year School Development Plan and to the development of the 1 year school Development plan (ensuring OFSTED recommendations are incorporated into the school Development plan) for approval at FGB level.
3. Ensure OFSTED and SIAMS recommendations are incorporated into the School Development Plan.
4. Ensure the Head Teacher has published legally required information online: including SEN policy, curriculum plan, pupil premium spending, reading schemes, links to DfE performance tables, OFSTED report.
5. To monitor and review the school's engagement with stakeholders and partners.

### **Progress and attainment**

6. To review the information about school performance required to be published.
7. Scrutinise a range of pupil performance data to evaluate the school's performance, including the DfE Inspection Data Summary Report via ASP (Analyse School Performance).
8. To recommend to the full Governing Body for approval statutory targets for pupils' performance and evaluate the school's performance against agreed targets.
9. Evaluate the impact of the allocation of pupil premium funding on overcoming barriers to learning.

### **Curriculum**

10. To consider school policy on any matters relating to the school curriculum: to recommend new policy and any amendments to existing policies to the Governing Body.
11. To receive reports from the Head Teacher or appropriate member of staff on any matters relating to the organisation and content of the school curriculum.
12. To ensure that the curriculum policies meet the needs of all pupils and that where necessary equipment and resources are modified for pupils' needs.

13. To consider any local or national reports affecting the curriculum, identifying any implications for school policy and practice.
14. To make recommendations to the relevant committee(s) on staffing and finance levels for curriculum implementation.
15. To evaluate the impact of the allocation of the primary school sport funding in improving the quality and breadth of PE and Sport provision.
16. To ensure that the special educational needs of pupils are met through the development, monitoring and evaluation of SEN policies.

Attendance, Safeguarding and Behaviour

17. Monitor and review attendance levels
18. Monitor and review bullying/racist incidents reports
14. Establish a behaviour policy and publicise to parents and carers.
15. Approve Child Protection Policy and review its effectiveness at least annually.
16. Ensure that school policy and procedure for looked after children are consistent with the measures set out in the statutory guidance.

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| Signed..... | Headteacher | Date..... |
| Signed..... | Chair       | Date..... |