

Park Primary School



Pupil Planning and Parental Involvement Committee

Terms of Reference

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Composition

At least three named members of the governing body. Associate members may be appointed by the full governing body.

Quorum

Three

Clerking

The governing body must appoint a clerk to the committee. The clerk must not be the Head Teacher.

Purpose of committee

- To ensure on behalf of the governing body that its strategic responsibility to raise standards is acted upon.
- To establish, with assistance of the Head Teacher and subject co-coordinators, information about how the curriculum is taught, evaluated and resourced, including the wider curriculum.
- To request and receive reports from the Head Teacher and/or senior leadership team on the quality of teaching and learning, to identify areas for improvement, and to ensure that any necessary action is taken to maximize outcomes for pupils.
- To ensure that annual assessment and examination arrangements comply with national requirements.
- To ensure that requirements of pupils with varying levels of ability, from the gifted to those with special needs are met.
- To review policies that affect the curriculum such as sex and relationships education, SEN, gifted and talented, RE and collective worship.
- To ensure that other relevant policies such as behavior and attendance, which support learning and improvements in attainment are in place.

- To monitor the impact of Pupil Premium Funding (PE and sport premium – Primary Schools only) on the achievement and attainment of pupils; to ensure that the Pupil Premium Funding is spent appropriately and that this information is easily accessible (e.g. on the school's website)
- To ensure that the voice of the pupils and the parents is sought and considered'.
- To make recommendations to the full governing body for agreement.
- To review policies relating to pupils and parents.

Meetings

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

A clerk will make a record of all proceedings at each meeting. Minutes will be circulated to members within agreed timescales.

The committee will make its agenda available to all members of the governing body.