



Curriculum and Quality Committee Terms of Reference

Approved by Board on	18 September 2025
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1 Membership

- 1.1 The members of the Curriculum and Quality Committee and its Chair are appointed by the Board, from among its membership, and any such person as the Board deems appropriately qualified to sit on the committee. There will be no fewer than five members, with a quorum of three members.

2 Attendance at meetings

- 2.1 Any member of the Board may attend meetings of any committee.
- 2.2 The committee may invite attendance at meetings from persons who are not Governors to assist or advise on a particular matter or range of issues, this may include Associate Members and members of college staff.

3 Frequency of meetings

- 3.1 The committee will meet as often as is necessary to fulfil its responsibilities but at least once every term.
- 3.2 The Board will be notified of meetings in advance and will receive a copy of minutes.

4 Voting at committee meetings

- 4.1 Only members of the committee may vote at committee meetings.

5 Appointment of Chair

- 5.1 The Chair of the committee will be appointed on an annual basis by the Board.
- 5.2 The committee will elect a temporary replacement from among the members present at the meeting in the absence of the Chair.

6 Terms of Reference

- On behalf of the Board, review and approve all curriculum and quality policies.
- Monitor and review the college's curriculum provision, ensuring that it considers local, regional and national requirements, priorities and policy changes, and the ethos and values of the College.
- Monitor the overall academic performance of the College across all areas and levels of its provision, including:
 - Attendance and attainment, including against relevant external benchmarks;
 - Outcomes of quality assurance activities, such as lesson observations and learning walks;
 - Staff professional development;
 - Preparation for and outcomes of external reviews, including Ofsted inspections.
- Ensure equality of opportunity for all students within the college's curriculum provision.
- Review the college annual self-assessment and quality improvement plans prior to recommendation for Board approval.

- Approve procedures for dealing with complaints and receive an annual report detailing high level statistics, trends, areas of concern and actions taken.
- Monitor the implementation of the College's SEN policy, taking into account legal requirements.
- Consider the development of policy and practice to strengthen links with the wider community, industry and employers that supports provision of work experience and careers guidance for students.
- Receive and review reports relating to pastoral provision at the college, particularly in relation to behaviour and attitudes and personal development.