School Improvement Committee (SIC) Terms of Reference 2021/2022

The duties of the SIC

1. To support the priorities in the School Development Plan;
2. To review the School's Self Evaluation Form throughout the year.
3. To receive reports from senior management and subject leaders which allows the SIC to monitor and evaluate the curriculum;
4. To receive reports (e.g. JARV) on pupil progress and attainment
5. To ensure that the needs of the pupils with special educational needs are met;
6. To evaluate the impact of Pupil Premium and Sport funding;
7. To agree statutory targets for student attainment for recommendation to the Governing Body;
8. To support the headteacher with personnel matters;
9. To review and recommend policies for ratification by the Governing Body within the following areas (this list is not exhaustive):
    - Curriculum;
    - Assessment;
    - Special educational needs
    - Attendance equality
    - Behaviour;
    - Looked-after children;
    - Any other policies relating to teaching, learning and personnel

Covid 19:	As and when appropriate due to the ongoing Covid 19 Pandemic, School Improvement meetings will take place virtually **if** considered unsafe to hold meetings in person. We continue to follow any updated Covid 19 guidance and requirements from HfL and Government.
Membership:	The committee will consist of the Headteacher and no fewer than five members elected from and by the Governing Body at its first meeting of the school year It may invite non-elected members and staff to attend meetings as required;
Chair:	The SIC will elect a Chair from among its membership at the first meeting of the school year;
Voting:	Only elected members have voting rights;
Quorum:	Three elected members;
Frequency of meetings:	Twice in any term
Agenda and minutes:	The Chair will produce an agenda in conjunction with the Headteacher and all meetings will be minuted. The minutes will, as a minimum record actions and decisions. Any decisions which require a spending Commitment must be referred to the Resources Committee.

Reviewed September 2021

Ratified 13.10.2021

Next Review September 2022