

GOVERNING BODY of WILLIAM ELLIS SCHOOL



SCHOOL IMPROVEMENT COMMITTEE

Terms of Reference

DOCUMENT CONTROL

Approving Body	FGB on 16 October 2025
Reviewed	School Improvement Committee on 18 September 2025
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Purpose

This committee exists to promote school improvement, positive behaviour and pupil safety, to monitor pupil progress and examine the content, implementation and impact of the school's curriculum with a view to making recommendations to the Full Governing Body.

In this context, curriculum includes not only academic subjects but the development of the whole child as a physical, spiritual and social individual. The committee will review the terms and application of statutory and other policies. The work of the School Improvement Committee may include other matters delegated to it by the Full Governing Body.

Membership and meetings

The School Improvement Committee consists of the headteacher or their deputy and at least three other governors, appointed by the Full Governing Body. It should meet at least twice a term but otherwise may decide the frequency and structure of its meetings. The quorum for meetings of the Committee is three (or more) governors, including at least two governors who are not staff members. Meetings without a quorum present may be held, but their recommendations will not carry the full weight of the Committee at meetings of the Governing Body. The meetings will be chaired and clerked.

The Chair will be appointed by the Full Governing Body annually.

Detailed terms of reference

The Committee is to advise and make recommendations to the Governing Body in relation to its statutory obligations. In particular it shall:

- Ensure the National Curriculum is taught to all pupils and consider dis-application for pupils if deemed necessary.
- Decide which subjects are taught having flexibility in the curriculum (including activities outside the school day).
- Monitor the implementation and impact of the curriculum delivered.
- Monitor standards and achievement of each key stage and of key groups of students.
- Monitor standards of teaching and learning.
- Ensure there is an effective assessment system in order to inform target setting.
- Ensure relevant curriculum information and assessments are made available to parents.
- Review the self-evaluation form and monitor relevant sections of the School Development Plan.
- Ensure that the school provides a prospectus for parents.

- Prepare (for the Governing Body's approval) policies on the following aspects of the school's work: accessibility, child protection, collective worship, equalities (including community cohesion, disability, race, gender equality), curriculum, exclusion, special educational needs, behaviour, and relationships and sex education. This committee will monitor the application of these policies and keep their terms and implementation under review.
- Receive reports from the School Council.
- Monitor and evaluate the effectiveness of interventions intended to improve the provision of education by the school.
- Ensure that the school meets the General and Specific Equality Duties (Equality Act 2010) in relation to teaching and learning, curriculum, achievement and progress.
- Monitor the implementation and evaluate the outcomes of behaviour policies and practices.
- Determine, monitor and evaluate the range and the impact of extended activities on pupil learning.
- Keep under review the way in which pupil views are taken into account, including those of the School Council.
- Monitor and evaluate the effectiveness of communications with parents.
- Consider any formal complaints about the application or delivery of the National Curriculum and curricular matters generally.
- Undertake any such other tasks as may be delegated to it by the Full Governing Body.

Review

These terms of reference shall be reviewed by the School Improvement Committee and agreed by the Full Governing Body annually.