



**BRENTFORD  
SCHOOL FOR GIRLS**

## **Brentford School for Girls**

### **Governing Body Achievement; Progress & Pupil Welfare Committee**

| Date Updated | Date to be reviewed |
|--------------|---------------------|
| March 2018   | Spring 2019         |

#### **Terms of Reference:**

Whilst the Achievement; Progress & Pupil Welfare Committee, like other Committees, has delegated powers, responsibility for all decisions rests with the Full Governing Body. The Achievement; Progress & Pupil Welfare Committee is not a statutory committee.

The Achievement; Progress & Pupil Welfare Committee recognises that it can have delegated powers to make final decisions upon any duties as outlined in point 64 onwards, page 22, Section 4, of the *DofE Guide to the Law for School Governors*, Reviewed in May 2012.

#### **Purpose of the Committee:**

**It is the responsibility of the Achievement; Progress & Pupil Welfare Committee to take the lead role within the governing body to ensure that the school provides a curriculum which is:**

- balanced and broadly based that includes the National Curriculum, religious education, drug education, personal, social, health and citizenship and sex education
- promotes spiritual, moral, social and physical development of pupils and society
- prepares pupils for the next stage of their school education
- helps to prepare pupils for the opportunities, responsibilities and experiences of adult life

It should be recognised that the curriculum as defined above must also include those activities and actions which occur in school but outside lessons.

#### **In undertaking this role the committee must:**

- elect a chair person at the first Full Governing Body meeting of each school year
- meet at least once a term

- discuss annually the outcomes of the schools annual examination results and relate these to the targets set by the whole governing body, take a lead in setting targets and assessing the progress made by the school in achieving these targets as identified in the school's improvement plan
- be prepared to discuss all matters which relate to the curriculum
- monitor the development and progress of the School Improvement Plan
- review regular reports about the schools safeguarding procedure
- monitor termly student progress
- conduct regular reviews of related curriculum policies
- keep a record of each meeting through minute taking
- provide all governors with a copy of the minutes of each meeting
- provide all members of the governing body with at least seven days notice of the date and time of the meeting
- ensure that any person at a meeting which has a financial or other personal interest under discussion withdraws from the meeting
- regularly review Attendance and Behaviour
- governors from this committee make up Discipline Panels as required

### **Membership:**

The Achievement; Progress & Pupil Welfare Committee has a fixed membership of a minimum of 5 Governors, including the Head teacher. The Chair is elected by the Full Governing Body. Meetings are open to all members if the Governing Body and every Governor receives notification of the meetings.

**Quorum:** The quorum shall be at least 3 Governors.

Signed and Dated: \_\_\_\_\_

Chair of Committee