



CARDINAL POLE CATHOLIC SCHOOL

QUALITY OF EDUCATION & STUDENT WELFARE COMMITTEE TERMS OF REFERENCE 23/24

Membership to include at least six members of the Governing Body including the Headteacher, which will be agreed that the Annual Meeting. The Committee is quorate when four or more Governors are present at the meeting.

General Responsibilities:-

To advise the Governing Body so that it may fulfil its obligations Curriculum Provision, Religious Education and Collective Worship, Provision for Special Educational Needs, Admissions, Student Welfare and Well-being and the School Day and Term.

To monitor provision of the Statutory Curriculum.

Specific Responsibilities:-

- a) To receive delegated responsibility to determine, ratify and review policies relating to the curriculum or student welfare in conjunction with the Headteacher as outlined in the policy review schedule.
- b) To advise the Governing Body regarding the provision of Religious Education and SRE both as part of the basic curriculum and also as an integral part of the various whole school policies.
- c) To make recommendations to the Governing Body, where appropriate, regarding the school day and the dates and times of school terms and holidays.
- d) To make recommendations to the Governing Body regarding the number and qualifications of staff required to deliver the school curriculum keeping within the financial limits indicated by the HR, Finance and Premises Committee.
- e) To review annually all examination results and targets.
- f) To set targets annually.
- g) To present minutes to the Governing Body at each meeting

Admissions



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- a) To determine and approve the admissions list for Year 7 and submit to the Local Authority.
- b) To amend and approve the admissions criteria annually and submit for consultation as and when required.
- c) To review the in-year PAN for Years 8-11.
- d) When necessary recommend to the Governing Body the number of students in any relevant age group that it is intended to admit to the school in any school year.
- e) When the standard number is to be changed carry out the necessary procedure for this.
- f) Review and make recommendations on an annual basis concerning the policies and the arrangements for the admission of students to the school.
- g) Determine the offers that shall be made against the criteria for admissions to the first-year entry.
- h) Confirm any decision taken by the Headteacher with respect to groups other than first year entry.
- i) To review the Fair Access Process.
- j) To provide written minutes to the Governing Body.