

**THE GOVERNING BODY OF  
ELTHAM HILL SCHOOL**



**TERMS OF REFERENCE – TEACHING & INNOVATION COMMITTEE**

**Committee Membership:**

- Principal/Vice Principal
- Minimum of six committee members from the Governing Body
- Members of the Leadership Group by interest /invitation (as associate members)

A quorum of five governors

Membership to be reviewed annually

Aim to achieve a balanced representation of Governors.

In the event of a major policy matter or report to be laid before the Governing Body which is not covered by the terms of reference of other committees, the Chair and Vice-Chair of the Governing Body shall decide which committee will deal with the matter.

**Roles and Responsibilities:**

The Committee will ensure that the following duties are carried out on behalf of the Governing Body:

1. To inform the Governing Body on the formulation and adoption of policy concerning:-
  - a) The implementation of changes to the school curriculum in line with any new developments regarding the National Curriculum
  - b) The school's response to changes to GCSE and GCE requirements, including syllabus content, assessment and reporting.
2. To inform the Governing Body on its statutory duties:
  - a) In regard to students with special needs;
  - b) In regard to equal opportunities
  - c) In regard to Looked After Children
3. To inform the Governing Body on how subject areas are responding to curriculum changes at all Key Stages
4. To receive reports from the Vice Principals responsible for Teaching and Innovation.
5. To monitor innovations in teaching and learning across all subjects.

6. To inform the Governing Body on matters concerned with the assessment and progress of students.
7. To inform the Governing Body on the links, partnerships and collaborative arrangements with other educational institutions.
8. To inform the Operations Committees and the Governing Body on expenditure on the curriculum.
9. To receive reports from the Lead Curriculum Practitioners and to discuss future curricular development with the Principal.
10. To submit reports to the Governing Body.
11. To be responsible for complaints regarding the Curriculum.
12. To monitor the school's Self Evaluation Form and Improvement Plans with regards to Teaching and Innovation.
13. The Teaching & Innovation Committee informs the Strategy Committee of any recommendations, actions and decisions that impact on the school improvement plan and self-evaluation form.

### **Current Curriculum Committee Membership**

Keith Shuff (Chair)  
Perry Reeves (Vice-Chair)  
Madeleine Griffin  
Christine Butler  
Howard Nicholson  
Tara Lawlor Mowle  
Emily Butler  
Diana Devine  
Helen Taylor  
Helen Simson