

Curriculum Leadership Groups

Terms of Reference

1. **Constitution**

The Link Academy Trust Academy Heads Group has established Curriculum Leadership Groups to focus on the improvement of specific subject teaching and delivery. The Terms of Reference will be reviewed annually after the initial year of operation 2019-20 and recommendations approved by this group.

The Groups will include: Mathematics, English- to include reading & writing, Early Years and Foundation Stage, Special Educational Needs, PE, RE, Science, IT and computing and all aspects of PSHE including mental health and SRE.

2. **Membership**

Each group will be led overall by an Academy Head/ Executive Academy Head-

- Mathematics- Vic Pooler (Hennock)
- English- to include reading & writing Lizzie Lethbridge (Harbertonford & Diptford)
- Early Years and Foundation Stage- Alice Eeles (Bearnas)
- Special Educational Needs- Alex Waterman (Cheriton Bishop & Yeoford) & Becky Humphreys (IIH)
- PE- Andy Keay (Tedburn St Mary)
- RE- Jill Ryder (Landscape)
- Science,- Dan Turner (Broadhempston)
- IT and computing – Matthew Medd (Stoke Gabriel)
- PSHE including mental health and SRE. Alex Waterman (Cheriton Bishop & Yeoford) & Becky Humphreys (IIH)

Membership will include a representative or shared representative of every Academy within the Trust, of which there will be an appointed Chair and Vice Chair to manage the meetings with/ on behalf of the designated overall lead (Academy Head).

3. **Attendance at Meetings**

A designated member of staff/ or shared member of staff will be expected to attend meetings. The Chair and Vice Chair will manage the meetings, producing agendas and minutes. Other speakers may be invited to attend.

4. **Frequency of meetings**

The Curriculum Leadership groups will normally meet a minimum of three times this academic year 2019-20.

5. **Duties:**

5.1 The Curriculum Leadership Groups (CLG) will be responsible for the review of all policies related to the curriculum area for which they are responsible in a timely way in preparation for them to be reviewed by Local Boards, S&C Committee and the Board of Directors.

5.2 The CLG will run meetings in a professional manner with a designated Chair and Vice Chair, clear agendas and minutes which are agreed at the following meeting and agreed Actions that will be reviewed and developed.

5.3 The CLG will ensure that current thinking, research, National Agendas and developments relating to the subject area are shared and any Action Plans are in place to improve practice in line with these agendas.

- 5.4 The CLG will ensure schools are Ofsted/ SIAMS- ready in their subject areas and good practice, clear documentation, procedures and protocols are in place to ensure the highest outcomes for every school are achieved
- 5.5 The CLG will arrange opportunities to moderate judgements and hone practice across the Trust, using monitoring as a tool, where this is appropriate and focusing on consistent and effective assessment with the development of challenge to ensure pupils are able to achieve greater depth.
- 5.6 Action Plans will be drawn up following any external inspection to lead improvements and these recommendations are shared and progress is supported.
- 5.7 All CLG will consider the New Ofsted Framework and to ensure that Intent, Implementation and Impact is fully explored and agreed actions improve teaching and learning further.
- 5.8 The CLG will be responsible for developing good lines of communication through emails, skype, document drops to develop high quality and consistent practice.
- 5.9 The CLG will ensure that subject skills, understanding and related vocabulary are taught within the overall enquiry-based topic where learning connections are fostered

6. **Communication and Reporting Procedures**

The Minutes of the CLG will be circulated to the next meeting of the CLG and be available to the Local Boards. The Standards & Curriculum committee will have access to these minutes and will use them to monitor improvement.

7. **Clerking Arrangements**

A member of the CLG will be designated to take minutes.