

PLUMPTON SCHOOL, PENRITH

STAFFING & CURRICULUM SUB-COMMITTEE TERMS OF REFERENCE

1. The Sub-Committee will endeavour to monitor the effectiveness of teaching and non-teaching staff so as to support them in maximising the positive impact they achieve upon the pupils of Plumpton School. The Sub-Committee will undertake its role in partnership with all teaching and non-teaching staff at the School and will acknowledge that their welfare is of the utmost importance.
2. The Sub-Committee shall be directed by the personal and curricular needs of the children, and shall, together with the Head and Teachers, monitor and seek to continually improve the quality of all that is provided. They shall be guided in this by present and emerging policy in such areas as behaviour, special educational needs, sex education and child protection procedures, amongst others.
3. The Sub-Committee shall consider staffing matters relating to the school. Powers on staffing issues delegated to the Sub-Committee include appointment. The Sub-Committee shall have other delegated powers as, from time to time, the Governing Body decide and as the exercise of such powers is deemed necessary.
4. The Chair of the Sub-Committee shall be elected annually by the members of the Governing Body at the AGM. Members of the Sub-Committee will be encouraged to participate.
 - a) The Staffing and Curriculum Sub-Committee shall comprise not less than five members from the school Governing Body, including the Headteacher.
 - b) The Sub-Committee may co-opt non-voting members as required, in line with the needs and appropriate governance requirements of the school.
 - c) A member of the Sub-Committee shall represent the Governing Body by sitting on the Friends of Plumpton School Committee.
5. The Sub-Committee will meet at least four times per year, prior to the date of the full Governors meeting in order to identify issues needing to be considered. Additional meetings may be convened by the Chair; seven days notice should be given before any such additional meeting.
6. The Sub-Committee Chair, in consultation with the Clerk and Headteacher, shall agree the Agenda. The quorum for the Sub-Committee shall be 50% of members, one of whom must be the Chair and to include the Headteacher or their designated representative.
7. The Chair and Clerk of the Sub-Committee will ensure liaison with other Sub-Committees on issues that may be related to the business of each Sub-Committee.