



# Curriculum Committee

## Terms of Reference 2025-2026

### September 2025

#### Introduction

The Trust Board as a whole retains responsibility for all of its duties, delegated or not. Committees are responsible for keeping the rest of the board in the loop on their delegated areas of responsibility.

This includes:

- Updating the board on any issues or problems the committee is working on.
- Describing the committee's accomplishments.
- Detailing any decisions, the committee has made.

The roles and responsibilities of committees is expanded upon later in this document.

#### Committee Membership

The Committee will comprise members as determined by the full Trust Board. The following members have been appointed for the academic year 2025/26.

Patrick Adamson (Trustee)  
Paul Chadwick (Trustee)  
Seán Fitzsimmons (Chair of Trustees)  
Jonathan Han (Trustee)  
Kevin Sexton (Headteacher)  
Simon Shipgood (Staff Trustee)

#### Additional Attendees

Matt Watkins (Assistant Headteacher), Liz Nock (Assistant Headteacher) & Terry Brown (Clerk to Trustees)

Additional members may be appointed at the discretion of the Trust Board.

#### Quorum

The quorum for meetings of the Committee is at least three trustees, including at least two trustees who are not staff members.

#### Clerk

A clerk appointed to a committee of the Trust Board must—

- Convene meetings of the committee;
- Attend meetings of the committee and ensure that an agenda and minutes of the proceedings are drawn up; and
- Perform such other tasks with respect to that committee as may be determined by the Trust Board from time to time.



### **Lead (Chair)**

The committee lead will be appointed by the Trust Board. With effect from September 2025, this is Patrick Adamson.

### **Meetings**

The Committee will meet three times per year (once a term), with additional meetings as necessary and decided by the committee or Trust Board.

### **Role and Responsibilities**

The Committee will act strategically and:

- Review and approve the School Improvement Priorities, targets and performance indicators and monitor and evaluate progress in meeting these priorities.
- Prepare a Curriculum Statement ensuring a broad and balanced curriculum that promotes the Blue Coat School Ethos and Values. Monitor and agree proposed changes to the delivery of the curriculum, and that any changes proposed have been subjected to consultation.
- Ensure that Senior Leaders are effectively monitoring Heads of Departments to ensure their curriculum area considers Intent, Implementation and Impact to meet the needs of all students.
- Effectively monitor and challenge on progress and attainment of students, to ensure the best outcomes for them.
- Monitor EAL provision, the provision for looked after children, and progress, achievement and standards of PP and SEND students.
- Ensure statutory requirements and EHCP's of students with special educational needs are met.
- Review the policy and provision for sex and relationships education.
- Monitor the Curriculum Policy and recommend any policy changes to the Trust Board.
- Monitor the views of students, parents and carers on the curriculum offered and on pupil progress and achievement to evaluate ways in which BCS actively respond to these views.
- Ensure careers education, information, advice and guidance (CEIAG) is designed to help students make informed decisions and complies with legislation and statutory requirements.
- Oversee arrangements for educational visits.
- Ensure that equal opportunities and diversity are promoted in relation to all of the above.
- To take appropriate action on any other relevant matter referred by the Trust Board.
- Report back to the Trust Board on matters relating to Curriculum.