TERMS OF REFERENCE – QUALITY AND CURRICULUM COMMITTEE

APPROVED BY THE BOARD 2 NOVEMBER 2026

AUTHORITY

Article 4 of the Instrument & Articles of Government and Standing Order No. 1.

PURPOSE

The purpose of the Quality and Curriculum Committee is to provide scrutiny and assurance in relation to the nature and quality of the College's educational provision, inclusion, welfare, and learners' personal development.

MEMBERSHIP

- Toni Beck (Chair and Safeguarding Link Governor)
- Claire Cahoon
- Brett Clarke (Staff Governor)
- Kit Davies
- Lore Hayward (Student Governor)
- Stylianos Kampakis
- Richard Wilson (Vice Chair)

IN ATTENDANCE

- Deputy Principal, Curriculum, Quality and Inclusion
- Executive Director of Partnerships and Apprenticeships
- Director of Governance
- As required:
  - Directors of Curriculum
  - Head of Student Success and Inclusion
  - Head of Teaching, Learning and Quality

QUORUM

The quorum of the Committee is three.

REMIT

The Committee has been designated by the Board as the oversight committee for the College's higher education provision.

The Committee will oversee:

- **Educational standards and quality assurance** – primarily though the College's processes of **self-assessment** and **quality improvement**, with an emphasis on high expectations and raising standards
  - Curriculum planning process
  - Achievement and progression

- **Inclusion** – effectiveness of arrangements made to ensure **equality, diversity and inclusion** throughout the College's educational provision, including learners with special educational needs and disabilities and disadvantaged learners
- **Safeguarding** – ensuring that the College's arrangements to protect student welfare are appropriate, effective and embedded across all aspects of the provision
- **Stakeholders** – that a wide range of stakeholders are involved in the development and delivery of educational provision, benefiting both learners and **meeting local, national and regional skills needs**
- **Development** – that the learning environment supports learners' education, development and wellbeing

The Committee will:

- Review curriculum KPIs and other relevant data on attendance, achievement and progression
- Consider and approve the learner voice framework
- Scrutinise and recommend the Self-Assessment Report to the Board
- Monitor progress against the Quality Improvement Plan
- Monitor risks relating to the curriculum and advise the Audit Committee accordingly
- Recommend the annual EDI report to the Board
- Monitor marketing and student recruitment
- Advise the Board on other matters