1. **PURPOSE**

Within the context of the educational character, mission and strategy of the College, the Committee will:

1.1 Review, monitor and advise the Board on the quality of the overarching curriculum offer, processes and standards (including targets) across the College

1.2 Monitor summary reports on the items listed below in the terms of reference which underpin the quality of the provision.

1.3 Review and advise the Board on arrangements for self-assessment and quality improvement to recommend to the Board approval of the College Self-Assessment

1.4 Ensure that the College’s responds effectively to the requirements of the education inspection frameworks.

1.5 Monitor and advise the Board on the quality of learning from learner and employer perspectives.

1.6 Report the arrangements for ensuring that there is effective safeguarding of young people and adults at risk receiving education and training throughout the College and its partners

1.7 Oversee the arrangements for ensuring there are effective processes in respect of Equity, Diversity and Inclusion.

1. **COMPOSITION**

2.1 The members will be appointed by the Board from its members and will consist of the CEO (or designate) and the Chair of Board, who will be ex-officio members, and up to five other members of the Board.

2.2 In addition, the Committee may co-opt up to two persons who are not Board members. Co-opted Governors will be appointed for a two-year renewable term of office.

2.3 The Lead Officer will be the Deputy (CEO & Princial). There should be representation for the Local College Boards.

2.4 The Committee will elect a Chair and Vice-Chair from its membership and seek approval from the Board. The Co-opted member may not be elected as Chair.

2.5 College officers with student Health and Safety, apprenticeships, employer engagement, international, HE, sub-contracting, and Safeguarding within their portfolios will be invited to attend meetings, as appropriate.

2.6 Link Govenors for Equity, Divertsity and Inclusion and Student Voice, will be invited to attend meetings, as appropriate.

1. **MEETINGS**

3.1 The Committee will meet at least three times a year and on other occasions if circumstances require.

1. **QUORUM**

4.1 The quorum will be 40% with at least three members present. Co-opted Governors have full voting rights and are counted as part of the quorum.

1. **TERMS OF REFERENCE**

5.1 To monitor the quality of provision, achievement and progress of learners within the College and advise the Board on and detail any concerns in regards to:

1. Attendance
2. Retention and withdrawal rates
3. Examination results
4. Achievements
5. Value-added
6. Significant deviation from sector averages and performance indicator data
7. Progression and destinations of students
8. Online and distance learning
9. key risks
10. Quality of learning and teaching

5.2 To receive information to support the quality assurance of provision delivered by College subcontractors

5.3 To receive and evaluate the opinions of stakeholders about the College in terms of the provision of courses and services.

5.4 To consider KPIs for academic performance and make recommendations to the Board.

5.5 To review and advise the Board on reports of inspections and to oversee and advise on action plans following external inspections

5.6 To receive and advise the Board on summary reports from the college Quality Cycle.

5.7 To receive and advise the Board on reports on work experience and employability and to monitor the Employability, Work Experience and Social Action Strategy

5.8 To monitor equity of opportunity and inclusive learning for all students at the College.

5.9 To receive an annual safeguarding report and consider and recommend to approve the Safeguarding and Prevent Policy.

5.10 To receive an annual SEND Report.

5.11 To receive information relating to student safeguarding and Prevent and equity, diversity and inclusion concerns.

5.12 To receive reports on the student experience from student representative bodies and to review analysis of student responses to surveys and questionnaires

5.13 To monitor strategic oversight for International Provision, HE and apprenticeships across the College

5.14 To receive relevant information from the Finance Committee relating to any significant impacts to the curriculum arising from College finances

1. **RELATIONSHIP WITH LOCAL COLLEGE BOARDS**

6.1 The Local College Boards were set up following the merger in April 2018 to provide effective and significant contributions to support the College senior management to ensure that the quality of local provision meets the needs and ambitions of the local community it serves. Local College Boards are responsible for maintaining and growing the reputation of the East Sussex College Group in its local communities and amongst learners both locally and beyond.

6.2 Specifically, the purpose of the Local Board is to:

1. To ensure accountability at a local level and engage with stakeholders, staff and students respectively
2. To inform and advise on the local reputation of the College and quality of the curriculum provision.
3. To provide an opportunity for the College and stakeholders to discuss the current and future skills needs
4. **REPORTING ARRANGEMENTS**

7.3 The minutes of meetings of the Curriculum & Standards Committee will be circulated to all members of the Board and any recommendations for approval will be tabled for Board consideration at its earliest convenience.

1. **POLICIES/STRATEGIES ALLOCATED FOR DISCUSSION AND APPROVAL**

Including, but not limited to:

1. Student Union Constitution
2. Equity, Diversity and Inclusion Policy (joint with People and Culture Committee)
3. Safeguarding and Prevent Policy
4. Compliments, Concerns & Complaints Policy
5. Work Experience and Employability and oversight of the Employability, Work Experience and Social Action Strategy
6. Curriculum Strategy
7. **ROUTINE REPORTS RECEIVED BY THE COMMITTEE**

Including, but not limited to:

1. College Self-Assessment Report
2. Quality Improvement Plan
3. Annual Curriculum Plan
4. Summary reports from the college Quality Cycle
5. HE update and HE Quality Report and signed statement to HEFCE
6. KPI report
7. Summary reports on the student experience from student representatives
8. Safeguarding and Prevent annual report
9. SEND Annual Report
10. Equity, Diversity and Inclusion Annual Report
11. Quality of Learning, Assessment and Teaching Report
12. Annual Compliments, Concerns, Complaints Report
13. Update on cross-curriculum areas – International, Sussex Skills Solutions and apprenticeships, HE
14. Summary reports from Student and Teacher, Employer and HE surveys
15. Reports to support quality assuring provision delivered by ESCG subcontractors
16. Minutes of the local boards and issues raised at the local boards deemed key to full board understanding using the committee referral form

**TOR Approved by:**

Curriculum & Standards Committee: 20th June 2022

ESCG Board: 5th July 2022