



The Pupil Progress Committee

1. MEMBERSHIP

- 1.1 Six Governors
- 1.2 In Attendance
The Headteacher or DHT
Any member/s of the Senior Leadership Team (SLT) with responsibility for any items on Pupil Progress agendas
Clerk to the Governors or person delegated to minute meeting
- 1.3 The Pupil Progress Committee shall have the power to co-opt additional members.
- 1.4 A quorum of the Pupil Progress Committee shall be three members.
- 1.5 The Committee will be chaired by a Governor, to be elected from the Governors on the Committee.

2. FUNCTIONS

- To focus primarily on Pupil Achievement from the Ofsted Framework
- Results and analysis KS3, KS4 & KS5
- Examination Analysis for KS4 & KS5
- Pupil targets and target setting across the school
- Progress and achievement of pupils at all Key Stages including key groups
- Monitoring groups of pupils and their welfare
- Assessment reporting and recording of pupil progress and achievement (incl. reports to parents)
- Progress Evenings

3. HEADTEACHER FUNCTIONS

- 3.1 The Headteacher/DHT will convene appropriate appointment panels (in consultation with the Chairman of the Pupil Progress Committee where necessary) in accordance with the policy of the Governing Body
- 3.2 The Headteacher/DHT will be responsible for the day to day personnel management and the implementation of the committee's decisions

Revised by RMi – November 2017 & updated January 2018