



CHURCHMEAD SCHOOL

TEACHING, LEARNING & CURRICULUM COMMITTEE

Terms of Reference 2023 - 2024

PURPOSE

The Teaching, Learning & Curriculum Committee is appointed by the Governing Body to oversee the management of the curriculum offer, school improvement plan, standards of achievement and quality of teaching.

RESPONSIBILITIES

- To review, monitor and evaluate the curriculum offer.
- To recommend for approval to the full governing body the:
 1. Self-evaluation Form (SEF)
 2. School Improvement Plan
 3. Targets for school improvement
- To monitor and evaluate rates of progress and standards of achievement by students, including any under-achieving groups
- To set priorities for improvement, and monitor and evaluate the impact of improvement plans which relate to the committee's area of operation
- To develop and review policies identified within the school's policy review program and in accordance with its delegated powers (e.g., sex & relationships education and student behaviour and discipline)
- To monitor and evaluate the effectiveness of leadership and management
- To monitor and evaluate the impact of quality of teaching on rates of student progress and standards of achievement
- To monitor and evaluate the impact of continuing professional development (CPD) on improving staff performance
- To monitor and evaluate provision for disadvantaged students and all groups of vulnerable children (e.g., children who are looked after (CLA), free school meals (Ever 6)) and ensure their progress and achievement
- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and receive termly reports from the Headteacher/SENDCO and an annual report for the Link Governor responsible for Special Educational Needs (SEN)
- To ensure that the Assessment & Marking policy is operating effectively
- To receive and discuss Governor visit reports associated with teaching and learning
- To consider recommendations from external reviews of the school (e.g., Ofsted or local school improvement advisors), agree actions as a result of reviews and evaluate regularly the implementation of the plan
- To ensure that all children have equal opportunities
- To advise the Finance Personnel & Premises Committee on the relative funding priorities necessary to deliver the curriculum
- To identify and celebrate student achievements
- To be aware of arrangements for educational visits, including the appointment of a named coordinator
- To monitor the implementation of any new government policies

REPORTS TO: FULL GOVERNING BODY

MEMBERSHIP

- At least three non-staff Governors, one of whom will chair the Committee
- The Headteacher

Quorum will be three.

MEETING FREQUENCY

Routine meetings will be scheduled once a term. Additional meetings will be called as required.

REPORTING

The meetings will be clerked by the Clerk to the Governing Body. Minutes will be provided to the Governing Body within 10 working days of each meeting.

Reports will be received at each meeting from the members of the Senior Leadership team on Progress, Teaching & Learning and Attendance & Behaviour, focusing on areas identified from the Terms of Reference and relevant priorities. A yearly report on SEND will be received from SLT.

TERMS OF REFERENCE APPROVED BY THE GOVERNING BODY ON :

TERMS OF REFERENCE APPROVED SIGNED BY CHAIR OF GOVERNORS:

Policies

- Admissions arrangements
- Behaviour principles written statement
- Home School Agreement
- Sex and Relationships policy
- Administration of Medicines & Student Support Policy
- SEND Local Offer & School Information Report
- Marking & Assessment policy
- Website information