

Soaring Skies Federation

Teaching and Learning Committee – Terms of Reference 2020/21

Composition

At least five named members of the Governing Board. Associate Members may be appointed by the full Governing Board.

Quorum

Three

Clerking

The Governing Board must appoint a Clerk to the committee. The Clerk must not be the Executive Headteacher.

Purpose of Committee

- To review, monitor and evaluate the curriculum offer.
- To ensure on behalf of the Governing Board that its strategic responsibility to raise standards is acted upon.
- To receive regular reports from the Executive Headteacher and/or senior leadership team on the quality of teaching and learning, to identify areas for improvement, and to ensure that any necessary action is taken to maximize outcomes for pupils.
- To review and analyse the performance of the school, against national and local indicators, and to advise the Governing Board on any action required in order to sustain improvement.
- To ensure that the School Development/Improvement Plan reflects the requirement to raise standards, and to monitor and evaluate it accordingly.
- To monitor the implementation of any Action Plan resulting from external reviews of the school (e.g. Ofsted inspection or local school improvement advisers), in order to maintain progress.
- To establish, with assistance of the Executive Headteacher and subject co-ordinators, information about how the curriculum is taught, evaluated and resourced.
- To make recommendations to the Finance Committee on resources that are needed to meet the needs of the whole curriculum, and the sustainability of the non-statutory elements.
- To ensure that the requirements of children with special needs are met, as laid out in the Code of Practice, and receive regular reports from the Executive Headteacher/SENCO.
- To regularly review and develop the assessment policy and to ensure that the policy is operating effectively.
- To develop and review policies identified within the school's policy review programme and in accordance with its delegated powers (e.g. sex education and pupil behaviour/discipline).
- To ensure that other relevant policies such as behaviour and attendance, which support learning and improvements in attainment are in place.
- To ensure that all children have equal opportunities.

- To monitor the impact of Pupil Premium Funding (incl. PE and sport premium) on the achievement and attainment of pupils; to ensure that the Pupil Premium Funding is spent appropriately and that this information is easily accessible (eg on the school's website).

Meetings

- Committee meetings will be held on an as required basis but at least once a term.
- A clerk will make a record of all proceedings at each meeting. Minutes will be circulated to members within agreed timescales.
- The committee will liaise with such other committees and invite members of the other committees to attend its meeting as should be deemed appropriate.
- Any matters which may be in conflict with the work of another committee must be referred to the Governing Board.