

CURRICULUM TEACHING AND LEARNING COMMITTEE

COMMUNITY LINKS, CURRICULUM & SEND

Terms of Reference

Composition

A minimum of three members of the Governing Body.

The Governing Body must determine the membership and proceedings of any committee. The Governing Body must also review the establishment, terms of reference, constitution and membership of any committee annually. The membership of any committee may include associate members, provided that a majority of members of the committee are governors. Each committee must have a Chair, who is either appointed by the Governing Body or elected by the committee. The Governing Body may remove the Chair of a committee from office at any time.

Quorum

The quorum for a meeting of the committee shall not be less than three members of the Governing Body.

Terms of Reference

1. To review the school's teaching and learning and curriculum-related policies in line with the agreed cycle and make recommendations to the Governing Body for change;

Inclusion Lunchtime Supervision CiC/LAC EYFS Transition
PE Funding Visitors/Road Safety Homework Marking &
Presentation Quality of Learning environment

2. To plan, monitor and review the academic and pastoral arrangements of the school in order to ensure that the school maintains and delivers a broad and balanced curriculum in keeping with aims of the school.
3. To monitor the provision of the National Curriculum and the schools chosen assessment procedures.
4. To ensure that the school timetable has appropriate systems for monitoring and evaluating the quality of teaching and learning in the school, identifying and impacting where needed.
5. To contribute, in collaboration with the Head and staff, to the teaching and learning priorities and issues of the School Improvement Plan, SES and understanding and monitoring of the Ofsted Action Plan.
6. To monitor the effectiveness of all the school's teaching and learning and curriculum policies, taking account of statutory guidance where appropriate.

To make representations to the full Governing Body for changes as necessary, including:-

- i) the provision for collective worship and RE in line with the locally agreed syllabus;
 - ii) the school's policy on sex education
 - iii) the school's policy on special educational needs; and
 - iv) the school's policy for PSHE and Citizenship
7. To promote extra-curricular/enrichment activities.
8. To receive curriculum progress reports from the Headteacher and others, in order to monitor, review and evaluate the standards of achievement, seek to make continuous improvement and inform target-setting, including:
 - i) subject/aspect reports
 - ii) Raiseonline/DatabooWData Dashboard
 - iii) information about non-statutory assessment and testing
 - iv) the impact that continuous professional development has on school improvement
9. To ensure that targets for pupils' achievements are set and published as required by legislation.
- 1 0. To consult with and provide information to parents and the wider community on matters relating to teaching and learning and the curriculum via newsletters, school website events in the community, participation, workshops etc. Governors will update regularly.
- 1 1. To ensure all pupils with SEND and other identified groups including Pupil Premium make good progress in relation to individual needs and abilities through flexible and effective use of the resources available to the school. Expectations for learning for pupils with SEND are high and pupils participate fully in all aspects of school life — inclusion.
- 1 2. To consider and give advice on any matter involving the curriculum referred to it by the Governing Body.

Delegated Functions Overview

The following functions can be delegated to a committee, but cannot be delegated to an individual:

- i) Functions relating to school discipline policies;
- ii) Functions relating to the exclusions of pupils (except in an emergency when the Chair has the power to exercise these functions);

The Governing Body cannot delegate any functions relating to the constitution of the Governing Body (unless otherwise provided by the Constitution Regulations),

the appointment or removal of the Chair and Vice-Chair, the appointment of the Clerk, the suspension of governors, the delegation of functions and the establishment of committees.

Appointment of Chair and Clerk

The appointment of the Chair of the committee and the Clerk shall be determined by the committee and should be reviewed at the first meeting of the school year.

Minutes

A written record should be kept of the meeting of the committee including details of those present. These minutes should be submitted to the next full Governing Body meeting through the Clerk to the Governing Body.

Convening Meetings

A meeting shall be convened at the request of the Chair, the Headteacher or any two of the members of the committee. Every member of the committee and the Headteacher shall be given at least seven days clear notice of the committee meetings.

These Terms of Reference agreed by the Full Governing Board on Thursday 14th October 2021.