



## THE TEACHING LEARNING AND LEADERSHIP COMMITTEE TERMS OF REFERENCE

### **Membership:**

The membership to be determined annually by the Governing Board consisting of no fewer than 4 Governors to include the Headteacher.

Observers may be permitted at the discretion of the Committee. Observers may participate in the business of the meeting but have no voting rights

### **Quorum:**

Three Governors

### **Election of Chair:**

The Committee will appoint the Chair at the first meeting of the academic year. The Headteacher cannot be appointed as the Chair

### **Meetings:**

The committee will normally meet once a term but may meet at other times as required.

The Chair will report headlines of business transacted to the Governing Board at least once per term and copies of the minutes will be circulated to all Governors for information.

### **Terms of Reference**

The terms of reference of the Committee will be reviewed annually and recommendations made to the Governing Board for adoption

- To ensure that all areas of the school's curriculum are managed to support pupils' learning and achievement and the provision of a quality education for all pupils.
- To engage in school improvement planning with the Headteacher and other members of staff as appropriate
- To ensure that there are systems in place which enable all pupils to have equal access to the curriculum and the opportunity for pupils to make progress, and that the Governing Board does not discriminate unlawfully against pupils on the grounds of sex, race or disability
- To ensure that all pupils are supported in developing personally, socially and emotionally
- To ensure that the school complies with all statutory and local requirements for pupils with special needs and looked after children
- To ensure that the school has appropriate arrangements in place for child protection and that all statutory and local requirements are met in regards to safeguarding.
- To discuss and agree the Admissions Policy and to also be updated on Admissions during each meeting and to agree to the admissions of children at St Gerard's.
- To ensure that there are effective systems for assessing, recording and reporting pupils' attainment and progress, and that this information is used to inform curriculum planning.
- To ensure that there are systems in place to support and promote pupils' health, safety, and welfare
- To ensure that data is used to inform decision making together with the Headteacher, to set annual targets for pupil achievement and to monitor and review the school's target setting procedures
- To monitor attendance and lateness and their impact upon pupil achievement
- To ensure that the school complies with the national curriculum requirements, including PHSE and assessment and testing arrangements.
- To review the pupil Behaviour and Discipline policies and make recommendations on revisions to the Governing Board
- To ensure that the school complies with statutory requirements for religious education and collective worship
- To ensure that the school and Governing Board have effective systems in place to communicate with parents and to promote the school within the wider community
- To monitor and evaluate the impact of enrichment activities and extended provision .