

St Scholastica's Catholic Primary School Teaching and Learning Committee Terms of Reference

MEMBERSHIP: Head Teacher and at least four Governors.

QUORUM: Three

MEETINGS: Termly

REMIT: The Teaching & Learning Committee has been delegated by the Governing Body the responsibility to make decisions in respect of the following functions of the Governing Body. In completing these responsibilities it should seek guidance from the Diocese and Hackney Education when necessary.

Curriculum Tasks and Responsibilities

- a) To approve the school's Curriculum Policy and to monitor implementation of changes to the school curriculum in line with national, Diocesan and local guidelines and requirements
- b) To receive information from the Headteacher and the staff about how the curriculum is taught, evaluated and resourced
- c) To agree the arrangements for educational visits and ensure that they are in line with current Health and Safety guidelines
- d) To agree any specific involvement by individual governors in curriculum areas
- e) To consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant Committees or the Governing Body
- f) To oversee arrangements for individual governors to take a leading role in specific areas of provision, e.g. R.E. SEND, Literacy, Numeracy. To receive regular reports from them and advise the Governing Body.

Inclusion

- a) To ensure that the requirements of children with special needs are met through establishing and monitoring a Special Educational Needs & Disability policy and any arrangements for gifted and talented children
- b) To ensure the needs of looked after children are met through the agreement and review of the relevant policy
- c) To ensure that the school is fulfilling its responsibilities regarding Child Protection and current requirements on safeguarding
- d) To ensure that the school meets the statutory requirements relating to equality legislation (race, disability, gender etc. also link to Staffing)
- e) To monitor pupil attendance and set targets as necessary
- f) To monitor pupil discipline and behaviour
- g) To receive termly reports on pupil attendance
- h) To oversee arrangements for assessment, reporting and communicating with parent/carers
- i) To review the information and data about school performance and group targets

General (Standards & School policies)

- a) To review and evaluate progress relating to the above targets using school assessment data and analysis, Fisher Family Trust, etc.
- b) To present an annual report to the Governing Body on national testing.
- c) To ensure the SEF (or alternative) is up-to-date and to develop sections relevant to this Committee.
- d) To annually review and update the School Prospectus.
- e) To contribute towards the School Improvement Plan.
- f) To agree policy, protocol and timetable for governor visits to the school
- g) To monitor, update and keep under review the following policies:
 - Supporting Pupil with Medical Conditions
 - PSHRE Policy
 - Behaviour Policy
 - Behaviour principles
 - Behaviour principles written statement

By order of the Governing Body of St Scholastica's Catholic Primary School.

Agreed at the Governing Body Meeting on: 27th September 2023

(Signed) _____ Date: 27.09.2023
(Head teacher)

(Signed) _____ Date: 27.09.2023
(Chair of Governing Body)

(Signed) _____ Date: 27.09.2023
(Chair of Teaching & Learning Committee of Governing Body)