



Governor Committee:	FGB
Approved by FGB:	September 2025
Next Review Date:	September 2026

TEACHING AND LEARNING COMMITTEE

Terms of Reference

General Terms

The main function of the Curriculum Committee is to consider, check and monitor the effectiveness of the overall vision for the school's curriculum in relation to its ethos and direction. This will include:

- To review, monitor and evaluate the curriculum offer.
- To act on matters delegated by the full governing body.
- To liaise and consult with other committees where necessary.
- To contribute to the School Improvement Plan.
- To consider safeguarding and equalities implications when undertaking all Committee functions.

Membership

- The Committee will comprise of at least 4 governors plus the Headteacher (or Deputy Headteacher)
- The Committee may co-opt additional non-voting members
- The Chair will be elected annually at the first autumn meeting
- When the Chair is absent, members of the Committee will elect an acting Chair
- The Chair must be a full governor and must not be employed by the school

Quorum

- Three full non-staff governor members of the Committee must be present at a meeting as well as the headteacher or deputy headteacher

Meetings

- The Committee shall meet as necessary but not less than once per term
- The Chair will liaise with the headteacher or deputy headteacher prior to the Committee meeting to agree an agenda for the meeting which is to be circulated at least 7 days before the meeting date
- Committee meetings shall last no longer than 2 hours
- The Committee meetings will not be open to the public but minutes shall be made available. Information relating to a named person or any other matter that the Committee considers confidential does not have to be made available for inspection.

- In the absence of the clerk the Committee shall choose a clerk for that meeting from among their number (but excluding the headteacher/deputy headteacher).
- The minutes of each meeting will be circulated with the agenda for the next ordinary meeting of the full governing body and will be presented at that meeting by the chair (or in his/her absence another member of the Committee).
- Any decisions taken must be determined by a simple majority of votes of Committee members present and voting – but no vote can be taken unless a majority of those present are full governors. In the event of a tie the Chair will have a casting vote
- Any member will withdraw from a meeting where they have a pecuniary interest in the matter under consideration.

Curriculum planning and delivery

- To recommend for approval to the full governing body the:
 - Self-evaluation form
 - School Improvement Plan
 - Targets for school improvement
- To review, monitor and evaluate the curriculum offer to ensure that it is balanced, broadly based and effective, using a variety of sources e.g. curriculum mapping, SMSC, Inclusion
- To ensure that the curriculum provided meets the statutory requirements, including those for Religious Education and Relationship, Sex and Health Education.
- To regularly review, monitor and support the development of any relevant school policies relating to the curriculum and standards, as identified within the school's policy review programme, and in accordance with its delegated powers ensure such policies are operating effectively and make recommendations to the governing body.
- To review, monitor and evaluate the sequence and content of the EYFS curriculum offer to ensure that it meets the needs for all pupils, while developing and demonstrating characteristics of effective learning.
- 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/SENCO and an annual report from the SEN governor
- To ensure that all children have equal opportunities.

Assessment and improvement

- To monitor and evaluate the effectiveness of leadership and management.
- To monitor and evaluate the impact of quality of teaching on rates of pupil progress and standards of achievement.
- To monitor and evaluate rates of progress and standards of achievement by pupils, including any underachieving groups.
- To monitor and evaluate the impact of continuing professional development on improving staff performance.
- To set priorities for improvement, and monitor and evaluate the impact of improvement plans which relate to the Committee's area of operation.
- To monitor and evaluate provision for all groups of children including disadvantaged, EAL, SEN, More Able and Looked After Children and ensure all their needs have been identified and addressed, and to evaluate their progress and achievement.
- To monitor and review information relating to children's attitudes to learning, assessment of pupil wellbeing, attitudes to school, behaviour and engagement in learning.

- To monitor and review the impact of the pupil premium spend and sports premium spend and ensure that it meets the needs for all pupils and the school's vision
- To monitor and challenge attendance and behaviour within school.
- To monitor, and review the impact of, safety, online (Cyber Security) and safeguarding responsibilities in relation to the curriculum offer.
- To regularly review and develop the Assessment Policy and to ensure that the policy is operating effectively.
- To request and receive reports, as and when required, from key members of staff e.g. curriculum leaders and senior leaders.
- To receive reports from the nominated governors, as decided by the whole governing body.
- To consider recommendations from external reviews of the school (e.g. Ofsted or local school improvement advisers), agree actions as a result of reviews and evaluate regularly the implementation of the plan.
- To advise the Resources Committee on the relative funding priorities necessary to deliver the curriculum.
- To consider recommendations, current practice, operational systems and statutory duties in place for staff workload and wellbeing.

Engagement

- To monitor the school's publicity, public presentation and relationships with the wider community.
- To identify and celebrate pupil achievements
- To oversee arrangements for educational visits, including the appointment of a named co-ordinator.
- To ensure all statutory requirements for reporting and publishing information are met and the school website content is fully compliant and presented in an accessible way

Safeguarding

- The Committee will ensure all safeguarding procedures are followed including E Safety and Cyber Bullying and will undertake training as required.

Policies

The Committee will have delegated responsibility for the following policies:

Attendance	~~Online Safety~~
Anti-Bullying	~~More Able~~
Assessment	Teaching & Learning
Designated Teacher for Looked After Children (LAC)	~~Touch & Physical Intervention~~
EYFS Intimate Care	

Review:

These terms of reference will be reviewed annually at the Summer Term meeting of the Teaching & Learning committee and approved by Full Governing Body at the Autumn term

Date Agreed: September 2025