

# Terms of Reference for the Teaching and Learning Committee of the Governing Board of St. Martin's CE Primary & Nursery School

Membership:	Tania Beard Sheena Wright Mel Turl Lythan Nevard Andy Wood Lisa Malton (6)
Associate Members:	
Quorum ( <i>minimum of 3</i> ):	3
Chair of Committee:	Lythan Nevard
Clerk of Committee:	J Brooks
Meeting dates for 2017-18 Academic year	12 <sup>th</sup> November 2018 4 <sup>th</sup> March 2019 10 <sup>th</sup> June 2019
Date agreed:	25th September 2012
Review Term:	Annual
Date of reviews:	14 <sup>th</sup> October 2013 13 <sup>th</sup> October 2014 22 <sup>nd</sup> September 2015 10 <sup>th</sup> October 2016 13 <sup>th</sup> September 2017 17 <sup>th</sup> September 2018

\*(may wish to state if Headteacher needs to be present, NB Headteacher could send 'substitute' to present information with the agreement of governors, but 'substitute' may not vote)

Agreed at meeting of full Governing Board : **17<sup>th</sup> September 2018**

## **Withdrawal**

Any person employed to work at the school, other than the Headteacher, must withdraw from the meeting for discussions and decisions concerning the pay or performance of anyone employed at the school. The Headteacher must withdraw if his or her pay or performance is being discussed

## **Matters of Urgency**

These may be dealt with by the Chair of Governors, Chair of the Committee and Headteacher and reported to the next meeting of Committee or Full Governing Board

## **The Responsibilities of the Teaching and Learning Committee**

In undertaking its work the committee for teaching and learning will support the school's vision and core principle of 'Being the best we can be for ourselves, each other and for God's world'. This means that we will:

- Value every child and adult as a child of God
- Create the most positive & effective environment for learning across the school and its community by holding & modelling the highest expectations in all that we do; to recognise and celebrate effort alongside achievement in both academic and social development
- Understand and promote the central importance of emotional health in effective learning; to model and develop fun, challenge and a positive 'growth mindset' within every learning opportunity
- Recognise and understand the importance of 'inter-dependence' within successful social learning & development; to actively develop individual and shared responsibility for successful academic and social engagement, so that our children are successful and responsible members of our school community
- Recognise behaviour as communication; to use the language of choice and ensure consistency in the ways we promote a positive emotional environment for learning across the school
- Model high expectations for children in the way we look after the physical environment of our school and its resources; every member of our school team must take responsibility for all areas of the school looking their best

## **Decision or Recommendation**

**D=** decision to be taken by the committee and reported to the full GB in the minutes

**R=** the committee to bring recommendation to a meeting of the full GB for a decision

*Note from Governor Support: The level of delegated decision making given to a committee needs to be agreed by the full Governing Board. Full delegation (within legal requirements) is suggested below but you may wish to set different levels with the committee making more recommendations and fewer decisions. Whatever you decide, make sure there is no duplication between the work of the committee and the full Governing Board. All delegated decisions must be reported to the full Governing Board through the minutes from the committee.*

<b>Curriculum</b>	
To approve the school's Curriculum Policy and to monitor implementation of changes to the school curriculum in line with national and local guidelines and requirements	D
To receive information from the Headteacher and the staff about how the curriculum is taught, evaluated and resourced	D
To agree the policies for collective worship, religious education and sex education	D
To agree the arrangements for educational visits and ensure that they are in line with current Devon County Council guidance (link to Health and Safety)	D
To agree any specific involvement by individual governors in curriculum areas (link to School Improvement)	R

<b>Special Needs &amp; Disability</b>	
To ensure that the requirements of children with special needs are met through establishing and monitoring a Special Educational Needs and Disability policy and any arrangements for gifted and talented children	D
To ensure the needs of looked after children are met through the agreement and review of the Looked After Children (LAC) policy	D
To ensure The Public Sector Equality Duty is met (also link to Personnel)	D
To ensure that safeguarding requirements are met in line with national legislation and local guidance	D

<b>Parent and Christian Community links</b>	
To assist the Headteacher in promoting good relationships and communication with parents and the community	D
To ensure a complaints procedure is in place and monitored	D
To ensure a home-school agreement is in place and monitored	D
To encourage wider networking with other schools in the Local Learning Community	D
To monitor the planning and delivery of the RE curriculum and Collective Worship programme	

To assist with SIAMS inspections and monitor progress of outcomes and action plans	D
To monitor the planning and delivery of the RE curriculum and Collective Worship programme	D