

Bonneville Primary School

Teaching, Learning and Wellbeing Committee

Terms of reference

1. Membership and attendance

- 1.1. The Committee shall consist of not fewer than 4 governors and the Headteacher.
- 1.2. The Committee may make recommendations to the governing body for co-option of additional non-voting members.

2. Procedures

- 2.1. The Chair will be appointed by the Governing Body.
- 2.2. The Chair has a casting vote, if required.
- 2.3. Minutes should be kept recording the names of those attending and any decisions taken/recommendations made. They are then reviewed at a subsequent meeting and signed by the chair if approved.
- 2.4. Minutes should be provided to the Governing Body.
- 2.5. An agenda should be sent out giving seven days' notice of meetings.

3. Quorum

- 3.1. Two Governors and the Headteacher.

4. Meetings

- 4.1. The Committee will meet at least three times in each academic year.

5. Terms of reference

- 5.1. To monitor and evaluate the overall framework and quality of teaching, learning and assessment across the school (including the Early Years and Foundation stage).
- 5.2. To monitor and evaluate the overall quality of the learning environment, and of measures taken within the school to promote personal development, behaviour and welfare
- 5.3. To monitor data on performance at school, local and national levels and to evaluate achievement, outcomes and progress throughout the school.
- 5.4. To ensure that a teaching and learning policy is in place and properly resourced and to regularly review the operation of the policy.
- 5.5. To monitor the views of parents, carers and of pupils on the curriculum provided by the School and on the progress and achievement of pupils, and to ensure that these views are actively and adequately addressed by the School
- 5.6. To review the School's policies and provision for Special Educational Needs (SEN), and its broader approach to inclusion, and to ensure that the needs of children with Education, Health and Care Plans are met.

- 5.7. To monitor provision for looked after children and other vulnerable cohorts, and to evaluate the progress and achievement of these groups.
- 5.8. To ensure that the school has identified, published and monitored its approach to the use of Pupil Premium funding, to consider the impact of this approach and make recommendations to the Governing Body as appropriate
- 5.9. To regularly review the Child Protection policy, to ensure that it is developed and updated as necessary, and to ensure that the policy is operating effectively
- 5.10. To regularly review the School's approach to behaviour (including any relevant statements or policies), to ensure that behaviour and the impact of the School's approach are properly monitored and evaluated, and to ensure that the School's approach is developed appropriately
- 5.11. To regularly review the School's approach to Attendance and Punctuality (including any relevant policies or procedures), to ensure that attendance and punctuality data is properly collected and reported by the School, and to ensure that the approach is developed in line with this data
- 5.12. To keep under review the race equality plan and the work that the school is doing within the area of equal opportunities, discrimination and stigma, in particular in relation to the curriculum, teaching and learning, assessment, achievement and progress and to report any emerging issues to the governing body.
- 5.13. To recommend targets for school improvement to the governing body.
- 5.14. To agree and implement a rolling review programme of curriculum policies, and recommend policy changes to the governing body as and when necessary.
- 5.15. To monitor EAL provision and to ensure that the needs of children are met.
- 5.16. To review the policy and provision for RE, collective worship and spiritual development, and make recommendations as necessary.
- 5.17. To review the policy and provision for sex education and make recommendations where necessary
- 5.18. To consider recommendations from external inspections and reviews of the school, agree the actions needed to address any issues identified in the same, and to monitor their implementation.
- 5.19. To arrange for a member of the governing body to sit on the school's Attendance Panel.
- 5.20. To identify any matters arising from the business of the committee that have an impact on business falling properly within the terms of other Committees of the Governing Body, or which may require the attention of the full Governing Body, and to ensure that such matters are referred appropriately for consideration

6. Extent of authority

6.1. The Committee shall have the authority to make decisions and carry out activities commensurate with its terms of reference as set out in section 6, with other matters being reserved to the Governing Body

6.2. The Committee shall have the authority to agree the plans, policies and practices set out in section six above, and to report the same to the full Governing Body, with the exceptions of those items set out in sections 6.3.1 – 6.3.3, below, which must be referred to the Governing Body for approval

6.2.1. the annual SEN report,

6.2.2. the School's statement of principles for managing behaviour, and

6.2.3. any other matter which is expressly reserved to the Governing Body in statute or guidance

Date agreed by FGB: 10th December 2015

Signed:

Name:

Position:

Date: