



Teaching, Learning and Wellbeing Committee

Terms of reference

1. Membership and attendance

- 1.1. The Committee shall consist of not fewer than 3 governors and the Executive Headteacher.
- 1.2. The Committee may make recommendations to the governing board for co-option of additional non-voting members.

2. Procedures

- 2.1. The Chair will be appointed by the Governing Board.
- 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 retained by the school in line with legal recommendations.
- 2.5. An agenda should be sent out giving seven days' notice of meetings.

3. Quorum

- 3.1. Two Governors and the Executive 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) including the tracking of significant groups: Disadvantaged, English as an Additional Language, Black Caribbean Boys, White British, SEND and Portuguese.
- 5.2. To monitor the children centre services against the service level agreement.
- 5.3. To monitor and evaluate the overall quality of the learning environment, and of measures taken within the school to promote personal development, behaviour, welfare, physical and mental health.
- 5.4. To monitor data on performance at school, local and national levels and to evaluate achievement, outcomes and progress throughout the school.

- 5.5. To ensure that a teaching and learning policy is in place and properly resourced and to regularly review the operation of the policy.
- 5.6. 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.
- 5.7. 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.
- 5.8. To monitor provision for looked after children and other vulnerable cohorts, and to evaluate the progress and achievement of these groups.
- 5.9. 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 Board as appropriate.
- 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 equality plans and the work that the school is doing for all stake holders within the area of equal opportunities, wellbeing, 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 board.
- 5.13. To recommend targets for school improvement to the governing board.
- 5.14. To agree and implement a rolling review programme of curriculum policies and recommend policy changes to the governing board 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 Relationships, Sex Education and PHSE 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 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 Board, or which may require the attention of the full Governing Board, 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 5, with other matters being reserved to the Governing Board

6.2. The Committee shall have the authority to agree the plans, policies and practices set out in section 5 above, and to report the same to the full Governing Board, with the exceptions of those items below, which must be referred to the Governing Board for approval

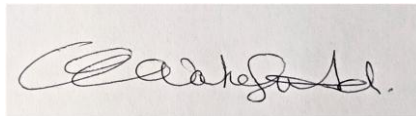
6.2.1. The annual SEN report,

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 Board in statute or guidance.

Date agreed by TLW: 20th Oct 2025

Signed:

A rectangular box containing a handwritten signature in black ink. The signature appears to be 'Tina Wakefield' written in a cursive style.

Name: Tina Wakefield

Position: Chair of TLW

Date: 20th Oct 2025