

Learning and Achievement Committee

Terms of Reference

Date; September 2015

Next review; Summer term 2016

Overall aims of the committee are to;

- Ensure that strategies are in place to raise achievement for all pupils
- Ensure there is high quality teaching and learning across all year groups
- Ensure there is reliable assessment and high quality tracking information for all learners
- Ensure the school has a broad and balanced curriculum that satisfies statutory requirements, meets the pupils' needs including extension and enrichment activities and is aligned with the strategic aims of the school.
- Inform the Governing Body termly or more often as required regarding standards, the curriculum and teaching and learning.
- To present to the finance/staffing committees any key financial and resource requirements to support the teaching and learning.

The Committee consists of a cross section of governors and the head teacher/deputy head.

A full committee meeting will be held at least once in each term.

Subject leaders will be invited to present to the committee meetings as required.

Annual Schedule of Tasks

Autumn Term

- To elect a chair & vice chair and review membership
- To plan dates for the committee meetings
- To receive & approve School Development Plan
- To review Self Evaluation policy & practice
- To review achievement and progress data for the previous academic year including ethnic achievement data
- Review governor visits to school policy & protocol
- To review/identify link governor responsibilities
- To make recommendations for a schedule of governor visits to school for the year
- To review and adopt the home /school agreement
- Conduct a skills audit of committee members with the training Liaison Governor to identify any training needs

Spring Term

- To monitor the outcome of standards meetings/tracking and consider any reports requested from HT/SLT
- Review progress against SDP

- To review and agree sex & relationships & drug education policies
- To draw up and approve a Charging policy
- Teaching, Learning & Assessment Policy review
- Review the SEND local offer

Summer Term

- To review progress against SDP
- Annual assessment of governors impact on SDP priorities & identify areas for future development
- To monitor the outcome of standards meetings/tracking and consider any reports requested from HT/SLT
- To review the approved curriculum policy including RE and collective worship
- To review the Inclusion policy (includes SEN & Gifted and Talented provision and accessibility)
- To review pupil discipline & behaviour policy (including anti-bullying and pupil exclusions)
- To review Homework policy
- To conduct an annual review of committee's Terms of Reference compared to best practice
- To conduct an annual review of volume & quantity of information provided by the school

Quorum will be 3 governors who are members of the Committee