

St. Michael's Nursery & Infant School

Quality of Teaching and Learning Committee

Terms of Reference 2021-22

Introduction

The Quality of Teaching and Learning Committee shall work in consultation with the Headteacher to exercise oversight of:

All matters relating to the curriculum, inclusion, school improvement, staffing and community and parent links.

The committee shall take full account of the school's educational priorities as set out in the School Development Plan. .

Membership

The Committee shall determine, and review annually at the first meeting of the school year, the terms of reference and membership of the committee

Associate members may be members of the Committee but the majority of committee members shall be governors.

Membership shall include a minimum of three governors and the Headteacher
Quorum for the Committee is 3 and should include the Headteacher or someone representing the Headteacher.

Meetings

The committee shall meet at least once a term and more often if required.

Clerking

The governing body shall appoint a clerk to the committee. This cannot be the Headteacher, but committee members may clerk in the absence of the appointed clerk.

- To monitor progress and evaluate the effectiveness of the priorities allocated to the committee within the School Development Plan
- To review anonymised Phonics/SATs data, Raise online information and FFT data if appropriate. To consider pupil progress and how the school is targeting areas of under performance
- To review the school's own tracking data to identify progress including strengths and weaknesses and to receive details on the impact of targeted intervention
- To discuss (using anonymised data), set and publish targets for pupil performance
- Monitor the impact of Pupil Premium funding
- Ensure that the requirements of pupils in vulnerable groups are met
- To make arrangements for the Governing Body to be represented at School Improvement discussions and for reports to be received by the Governing Body
- To regularly review and adopt the policies for Special Education Need
- To regularly review and approve the Home-School agreement
- To consider curricular issues which have implications for Finance and Personnel decisions and to make recommendations to the relevant committees or the Governing Body
- To oversee arrangements for individual governors to take a leading role in specific areas of provision e.g. SEN, English, Maths. To receive regular reports from them and advise the Governing body.
- To oversee arrangements for educational visits, including the appointment of a named co-ordinator.
- To approve risk assessments for educational visits and curriculum areas
- To review and agree policies for the curriculum as delegated by the Governing body
- Advise the Governing body on standards and other matters relating to the education in the school to include the curriculum, school self-evaluation, behaviour and discipline

Date of Review: September 2022