

This remit will be reviewed annually at the first meeting of the full Trust Board.

## 1. **Membership:**

The Trust Board will decide the membership of the committee on an annual basis when these Terms of Reference including the remit of the committee shall also be reviewed. A clear resolution approving the membership of the committee must appear in the minutes of the main Trust Board. The Headteacher will be a member. Only the Trust Board may alter these appointments during the year and any such changes shall be as recorded in the minutes of the meeting making the change. All appointed members of the committee, have a right to attend committee meetings as does any Trustee. The committee may allow any other persons to attend as observers.

The Trust Board shall elect from among the teaching & learning committee membership a chair at the final meeting of each academic year when Governance structures and elections take place.

## 2. **Name of Clerk:**

The Trust Board must appoint a clerk to each committee who must not be the Headteacher of the school. This will usually be the School Business Manager but can be another appointed person.

## 3. **Quorum and Declaration of Interests:**

The quorum for a meeting and for any vote shall be three members of the committee of which the Headteacher shall be one. Should a Trustee present have a personal or pecuniary interest in any matter to be discussed, that Trustee must declare that interest and withdraw from the meeting and not vote on that item; if there is any dispute as to whether or not a person must withdraw from a meeting the other Trustees present at the meeting must decide on this.

## 4. **Meetings:**

Meetings will be held as required. One week's notice of the agenda must be given by the Clerk of the committee when convening a meeting. The Clerk will be responsible for calling the meetings and producing minutes.

## 5. **Function:**

The function of the Teaching and Learning Committee is to ensure and monitor the provision and the teaching of a broad and balanced curriculum, including the required assessments; to monitor teaching styles and to encourage initiatives in teaching.

Decisions made by the committee will have regard to the provision of Religious Education and Collection Worship, the provision for pupils with special educational needs and the priorities identified within the School Development Plan.

## 6. Remit – Powers Delegated to the Committee

- Consider and review standards of achievement and school educational performance
- Review and hold the School Leader to account for matters relating to the school's Curriculum, including statutory requirements
- Ensure that the curriculum offer reflects the school's values
- Ensure that the curriculum meets the needs of **all** pupils regardless of ability, age, sex or ethnicity.
- Ensure that the requirements of pupils with special educational needs and disabilities (SEND) are met, as laid out in the Code of Practice.
- Monitor and review all Policies, in relation to the Curriculum,
- Oversee arrangements for Linked/Named Governors in specific areas of provision, e.g. SEND, Safeguarding and other School Priorities
- To ensuring that the school's website meets statutory requirements
- To work with the Head and staff to undertake any preliminary review of the School Development Plan prior to its submission for approval to the Trust Board.
- Monitor progress towards the objectives outlined in the School Development Plan and evaluate its implementation at the end of the cycle.
- To encourage initiatives in teaching which will be of benefit to the pupils.
- To receive reports from the subject link Trustees and determine whether action needs to be taken to address any issues raised.
- Review Policy and provision for collective worship, RE and Sex Education
- To ensure that the Headteacher sends the Foundation Stage Profile results and phonic screening results to the Local Authority annually and complies with the assessment and reporting arrangements for Statutory Assessment Tests

Any decisions made or action taken by the curriculum committee shall be minuted and reported to the next meeting of the Trust Board.