**SPRINGFIELD SCHOOL**

**TEACHING, LEARNING & ASSESSMENT COMMITTEE**

**Membership:** The committee shall consist of not less than four governors. Membership should include the Headteacher or member of the Senior Management Team (SMT) with responsibility for pastoral issues.

The committee may make recommendations to the governing body for co-option of non-governor members and advise whether or not such members should be given a vote.

**Quorum:** Three governors including a governor who is not an employee of the school.

**Meetings:** At least once per term and more frequently if deemed necessary by the majority of members.

**Chair:** To be elected by the full governing body.

**Accountability:** The committee will report back to the governing body by submitting minutes which record decisions made, actions to be taken and/or recommendations for consideration

**Terms of Reference:**

* Monitor the quality of the environment for teaching and learning inside and outside the building
* Analyse pupil achievement data
* Work with the head teacher to set realistic but challenging pupil targets
* Set priorities for development and evaluate outcomes for learners
* Monitor and evaluate provision by reviewing achievement data and target setting
* Make school visits focused on school development plan priorities
* Appoint curriculum governors and develop curriculum policy to meet the range of needs and interests of the learners.
* Monitor the provision of extra-curricular activities / clubs
* With the support of the SLT, monitor the quality of teaching, the effective use of teaching assistants and the professional development/appraisal of staff.
* Contribute to learners' spiritual, moral and emotional development
* Develop policies for an inclusive, progressive and caring school
* Ensure that the training and development of staff and governors is linked to the school’s agreed priorities and monitor the impact of training on standards