



# Wincheap Foundation Primary School

*'The things that make me different are the things that make me'*

**Winnie The Pooh**

## TERMS OF REFERENCE

### LEARNING & TEACHING COMMITTEE

2025-2026

<b>Governor Membership</b>	No fewer than 3 Governors, appointed by the Full Governing Body plus the Headteacher  Membership is agreed at the first meeting of the board of the academic year and is recorded on the school website
<b>Quorum</b>	Three Governors excluding the Head Teacher
<b>Chair</b>	The Chair will be appointed by the Committee members annually
<b>Vice Chair</b>	The Committee may appoint a Vice/Deputy Chair if it so wishes.

### Delegated Powers

The Learning and Teaching Committee has delegated authority as outlined in these Terms of Reference.

The Learning and Teaching Committee ensures high-quality education by overseeing curriculum standards, pupil attainment and progress, attendance, behaviour, wellbeing, and safeguarding, while supporting the school's improvement goals and statutory obligations.

### Curriculum

- Advise the governing body on statutory curriculum obligations.
- Review and approve curriculum policies as outlined in the policies schedule.
- Collaborate with staff to monitor curriculum delivery, evaluation, and resources.
- Ensure compliance with Special Educational Needs (SEND) requirements.

- Oversee the school's adherence to the Equality Act 2010, ensuring fair treatment for pupils with disabilities.
- Contribute to and monitor the implementation of the curriculum component in the School Improvement or post-Ofsted Action Plans.
- Receive and review reports on National Curriculum delivery, testing, and assessment from the head teacher and staff.
- Review annual Key Stage targets for pupil achievement and report to the governing body.
- Address curriculum-specific complaints and advise the governing body accordingly.
- Attend or arrange relevant governor training sessions.
- Provide updates to the full governing body at each meeting.

### Pupil Progress and Achievement

- Review pupil progress data to ensure expected levels of achievement are met.
- Monitor the progress of pupils in vulnerable groups, including:
  - socioeconomically disadvantaged pupils eligible for the pupil premium (PP),
  - pupils with special educational needs and/or disabilities (SEND) which includes those receiving SEN support and those with an education, health and care (EHC) plan
  - pupils who are known (or previously known) to children's social care, such as children in need and looked-after children (LAC)
  - pupils who face other barriers to their learning and/or well-being, which may include pupils who share a protected characteristic
  - English as an Additional Language (EAL), and other identified vulnerable groups in our school.
- Set and monitor achievement targets for all pupils, with particular focus on closing attainment gaps.

### Attendance

- Monitor attendance data, with particular attention to persistent absenteeism and patterns of attendance across vulnerable groups.
- Review strategies and interventions to improve attendance and reduce absenteeism rates.
- Advise the governing body on policies and actions regarding attendance.

### Behaviour

- Oversee the effectiveness of the school's behaviour policy and practices.
- Monitor behaviour data, including exclusions and incidents, paying attention to trends within vulnerable groups.
- Ensure positive behaviour support and restorative practices are in place to foster a respectful and safe learning environment.

### Pupil Well-being and Personal Development

- Review and support strategies for pupil well-being, mental health, and resilience.
- Monitor initiatives that contribute to pupils' personal development, including extracurricular activities, character education, and leadership opportunities.
- Review the school's approaches to promoting healthy lifestyles, positive relationships, and personal safety.

## Safeguarding and Vulnerable Groups

- Ensure safeguarding practices meet statutory requirements, coordinating with the Policies and Procedures Committee.
- Monitor the effectiveness of the school's safeguarding policies in protecting all children, especially those in vulnerable groups (as above).
- Ensure compliance with training requirements for all staff in safeguarding and child protection.
- Receive regular reports on safeguarding incidents and actions, while maintaining confidentiality and ensuring proper handling.

## Reporting and Governance

- Report to the full governing body on the committee's activities, progress, and any key concerns.
- Attend or commission relevant training for governors to remain informed and effective in their roles.

Approved by the Board of Governors on 25<sup>th</sup> November 2025