Alexander Hosea Primary School

`Roots to grow, wings to fly'

Terms of Reference for Teaching, Learning, Staffing & Welfare Committee

Delegated Responsibilities (Teaching & Learning):

- To monitor and evaluate the teaching and learning of the curriculum and the school's Curriculum Policy.
- To consider and advise the governing body on standards and progress, including statutory requirements.
- To make arrangements for the governing body to be represented at SDP discussions with the Challenge and Support Advisor and for reports to be received by the governing body.
- To liaise with Link Governors to take a leading role in curriculum areas. To receive regular reports and advise the governing body.
- To review educational visits and their contribution to learning.
- To review arrangements regarding enrichment activities.
- To formulate, monitor and review policies as detailed in the policy overview, including those relating to:
    - Teaching and Learning
    - Curriculum
    - Assessment, Marking and Feedback
    - SEND and Vulnerable Groups
- To monitor teaching and learning in respect of vulnerable groups, including provision for SEND, Pupil Premium and gifted and talented pupils.
- To monitor the impact of the PE and Sports Funding Grant.
- To evaluate targets/performance data.
- To ensure the statutory obligations in relation to the EYFS and National Curriculum are fulfilled and to monitor school performance.
- With the assistance of the school community, provide information about how the curriculum is taught and resourced and how learning is evaluated.
- To review the School Development Plan, strategic plan and school evaluation form in relation to teaching and learning.
- To monitor the impact of the Pupil Premium funding on the progress and attainment on those pupils who are eligible.
- To monitor the budgetary implications of teaching and learning resources and report to the finance committee as appropriate.

Delegated Responsibilities (Staffing & Welfare):

- To review the staffing structure annually.
- To monitor the recruitment process for new staff and their induction into the school.
- To formulate, monitor and review policies as detailed in the policy overview, relating to:
    - Staffing, including Safer Recruitment
    - Health and Safety
    - Welfare
- To ensure all relevant Risk Assessments are in place and carried out.
- To ensure appropriate procedures are in place for the management of educational visits.

- To ensure accidents are reported, recorded and regularly monitored for trends.
- To promote awareness to the Full Governing Body and where appropriate recommend training on all matters under the responsibility of Staffing & Welfare committee.
- To ensure and oversee appropriate arrangements are in place for the welfare of staff, pupils and all other people on school premises, including outside users, subject to Governing Body policy.
- To monitor and review attendance, including exclusions.
- To monitor the behaviour principles and policy.
- To monitor and review the School Development Plan and the SEF in relation to allocated responsibilities.

Chair of the Committee	Jenny Narborough		
Quorum	4 Governors, to include 2 non-staff governors and 1 staff member. The Chair leading the meeting has the casting vote.		
These terms of reference were agreed by the Teaching & Learning, and Staffing and Welfare committee on:			
Review Period	12 Monthly	**Date of Next Review**	Autumn 2026