

Governing Body Committee: Teaching, Learning & Assessment

Terms of Reference and Calendar of Responsibilities 2020 -2021

Areas of responsibility		
<ul style="list-style-type: none"> Systems for monitoring of pupil performance and progress evidenced by data analysis School internal tracking data Pupil achievement at end of Reception year and Key Stages 1 and 2 Rates of pupil progress ASP online data Monitoring of provision and impact of Continuing Professional Development (CPD) for all members of staff Annual Schools' Return (Cumbria LA) self-evaluation form 	<ul style="list-style-type: none"> Inspection action plans and preparation Progress against appropriate measures Detail and impact of expenditure of Sports Premium Pupil and Parent voice Impact of curriculum provision Digital Learning Platform Remote and Blended Learning offer Temporary curriculum changes Autumn 2020 / Spring 2021 	
Autumn term	Spring term	Summer term
<ol style="list-style-type: none"> Elect officers Review the committee's terms of reference Analysis of school data of EYFS, Y1 Phonics Key stage 1 & 2 SATs outcomes Identification of strengths and weaknesses and agree action to be taken Review & evaluation of the impact of the monitoring system in school Review of Pay & Performance policy, procedure and practice Review of Teacher appraisal policy Review and analysis of ASP data Identify discrete groups; SEN, EAL, LAC, PP and FSM Performance management targets for HT Performance management targets for support staff Grievance procedure for school-based staff Facilitate/report on lesson observations Reports from curriculum co-ordinators and EYFS Review, monitoring and evaluation of Special Needs policy Arrange visits to teachers responsible for Special Needs CPD 	<ol style="list-style-type: none"> Tracking and monitoring update Analysis of Autumn term in school data Review and analyse any other public data Review and monitor the impact of Pupil Premium Review the SIP / SEF Review Educational Visits policy and procedure Review and evaluate impact of the homework policy Review the Grievance procedure for school based staff Review the Disciplinary and Dismissal policy Review the Capability policy Review the policy dealing with Allegations against staff Review and evaluate the LA EPA Ask for assessment predictions for end of Key Stages 1 & 2 Review staffing in light of budget Arrange possible attendance at interviews Review policies and procedures impact on practice CPD 	<ol style="list-style-type: none"> Curriculum reports Tracking and monitoring update Information gathering of level of progress throughout the school Address any issues arising from curriculum and staffing Information regarding any changes in school organisational structure Review Pupil Premium impact Review impact of any extra curricula activities Review use and impact of any specific grants for curriculum, Sports Grant etc. Review impact of SIP / SEF Review end of Key Stage assessment procedures Review EYFS provision Review special needs provision Planning of curriculum training for members of Governing Body Ensure space for AOB Review policy and procedure conducting investigations for school-based staff CPD Conduct committee audit
Sources of Evidence		
<ul style="list-style-type: none"> Notes from termly pupil progress meetings Results of analysis of SDQ (strengths and difficulties questionnaires) for pupils in receipt of PPG Statutory Assessment Results Summary (July) 		

