



**Blakedown CE Primary School
Governing Body**

Terms of Reference for Learning & Development Team

The Learning & Development Team is expected to work within the following terms of reference.

General	<ol style="list-style-type: none"> 1. To elect a chair and Vice-Chair 2. To appoint a clerk 3. To undertake monitoring visits to the school 4. To make regular reports to the Full Governing Body (FGB) 5. To approve all school trips involving an overnight stay away from home 6. To review and update the SDP in relation to Teaching and Learning and the Curriculum and report to FGB 7. Meet at least 3 times each year 8. Take an active role in School Self Evaluation, monitoring success in all areas and identifying areas requiring improvement
Faith, SIAMS, and the Community	<ol style="list-style-type: none"> 1. To monitor all policies relating to collective worship & faith and the delivery of the curriculum within the Christian ethos 2. To ensure that the school provides teaching of religious education for all pupils in accordance with the agreed syllabus or has informed parents of their right to withdraw their child 3. To ensure the school provides an act of daily collective worship in accordance with the denominational nature of the school
Curriculum and target setting	<ol style="list-style-type: none"> 1. To monitor all policies relating to the curriculum 2. To monitor the progress against the curriculum and personnel targets of the School Development Plan 3. To understand the performance and assessment data for the school 4. To meet with the lead professionals within the school to gain an understanding of the scope of the curriculum targets and the activities the school is conducting to achieve success 5. To undertake any necessary training (in or out of school) that is necessary to enable effective monitoring of targets 6. To evaluate the extent of success at the end of the set timescale 7. To monitor pupil achievement against published targets 8. To approve and publish targets for pupil achievement



School Organisation	1. To set the time of the school sessions and the dates of school terms and holidays
Admissions	1. To monitor pupil numbers and report to the FGB
Information for Parents	1. To adopt and review home school agreements 2. Review regularly how the school is regarded by pupils and parents
Extended Services	1. To monitor the impact of any extended services provided against pupil achievement
Discipline/ Exclusions (See Terms of Reference for Panel Hearings)	1. To establish, review and monitor policies for behaviour, discipline, exclusions and related policies. 2. To review the use of exclusion 3. To decide whether or not to confirm all permanent exclusions and fixed term exclusions where a pupil is either excluded for more than 15 days in total in a term, or would lose the opportunity to sit a public exam. (This may be delegated to the Chair/Vice Chair in cases of urgency) 4. To direct the reinstatement of excluded pupils
Membership of the Learning & Development Team	
Quorum	50% of members = 3 (not including the Headteacher)
Chair	Richard Thomas
Vice-Chair	
Headteacher	Helen Beckford-Bond
Governor	Dan Eaton
Governor	Andy Hewines
Governor	Hayley Pepler
Clerk	Hannah Coleman
Agreed by the Governing Body on	6 th July 2022
Review Date	Summer Term 2023