



Headteacher
Gary Nichol

Deputy Head
Victoria Bassett

Assistant Headteachers
Ola Watson Jon Powles Tom Foster Sam Witchalls

LARK HALL PRIMARY SCHOOL

Learning & Personal Development Committee

Terms of Reference 2022 - 2023

These Terms of Reference aim:

- To support the Governing Body in fulfilling statutory duties
- To support the strategic role of the Governing Body
- To provide a framework for effective self evaluation, monitoring and evaluation, support and challenge by linking the work of committees to areas of the current 'What we do well' document and key priorities in the 'Room for Improvement' document

The Governing Body will review the terms of reference annually.

Membership

No fewer than 5 governors including the Chair and Head Teacher.

The Committee may make recommendations to the Governing Body for the appointment of Associate Members of the Committee.

Quorum

Three governors and Head Teacher or representative of Head Teacher

Clerking

The clerk to the Committee

Chair of Governors: *Yvonne Steel*

Vice Chair of Governors: *Teddy Aloba*

T: 0207 622 3820 **Email:** admin@larkhall.lambeth.sch.uk

Website: www.larkhall.lambeth.sch.uk **Blog Site:** larkhallprimary.net



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Meetings

The Committee will meet at least once a term prior to the main Governing Body meeting, and otherwise as required.

The committee will receive reports from the school and any external sources in sufficient detail to enable it to undertake its strategic role including planning, monitoring and evaluation. Whenever possible, reports will be shared in common across the school.

Terms of Reference

In common with all Committees of the Governing Body, this Committee has the following responsibilities:

- To contribute to the monitoring and evaluation of those parts of the 'What we do well' document and the Room for Improvement document that have been allocated to the Committee by the Governing Body and to report back to the Governing Body.
- To keep the policies and procedures listed in Appendix A under review and to agree any changes and report these to the Governing Body.
- To systematically monitor and evaluate the operation of school policies and procedures which have been allocated to the Committee by the Governing Body. The relevant policies and procedures for this Committee are set out in Appendix A.
- To consider any recommendations from external reviews, for example audit, Ofsted or Local Authority reviews, that have been allocated to the Committee by the Governing Body; to agree any actions needed to address the recommendations; to monitor and evaluate regularly the impact of such actions; to report back to the Governing Body on implementation and impact making any further recommendations if required.
- To keep under review the duties under the Equality Act 2010 and the impact of the Act in relation to all the work of the Committee.
- To consider all relevant duties in relation to child protection and safeguarding in relation to all the work of the Committee and to link, as appropriate with the Committee / Governors responsible for child protection and safeguarding.

The Learning and Personal Development Committee has the following particular responsibilities:

Chair of Governors: *Yvonne Steel*

Vice Chair of Governors: *Teddy Aloba*

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- To monitor the progress of and outcomes for children.
- To monitor and evaluate the breadth and balance of the curriculum so that it meets the needs of all students and their entitlement.
- To monitor school based, local and national performance data relating to the school and evaluate achievement, progress and the performance of different groups of students and subjects throughout the school and recommend any action required to address gaps.
- To approve annual targets for pupil attainment and progress on behalf of the Governing Body.
- To monitor and evaluate the impact of the curriculum on the spiritual, moral, social and cultural development of all students.
- To monitor and evaluate the quality of teaching and its impact on learning and to keep under review the effectiveness and coherence of programmes for the professional development of staff.
- To monitor and evaluate the impact of appraisal objectives on the delivery of plans and targets.
- To monitor the views of pupils, parents and carers on the curriculum offered by the schools, on teaching and learning, and on student progress and achievement and to evaluate the ways in which the school actively responds to student views.
- To monitor provision for students with SEN and disabilities, to review the published policy annually and ensure that the school meets its responsibilities for students with special educational needs and disabilities and to evaluate their progress and achievement and the effectiveness of any intervention.
- To monitor provision for all groups of vulnerable children, for example looked after children and young carers, to ensure that their needs have been identified and addressed, and to evaluate their progress and achievement and the effectiveness of any intervention.
- To monitor and evaluate the use and impact of the Pupil Premium and Sports Premium in overcoming barriers to learning.

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- To agree Targets for school improvement and report to the Governing Body.
- To agree and implement a rolling review programme of curriculum policies and procedures set out in Appendix A, and agree policy and procedure changes, reporting to the Governing Body as and when necessary.
- To monitor EAL provision and to ensure that the needs of children are met.
- To determine, monitor and evaluate the range and impact of activities beyond the school day on pupil learning.
- To monitor and evaluate provision and impact of the Children's Centre and progress of the children and families using it.
- To monitor and evaluate provision and impact of the Centre for Autism and progress of the pupils attending it.
- To monitor and evaluate the effectiveness of the school's engagement with parents, pupils and carers including monitoring the views of parents, pupils and carers on the curriculum offered by the school and their views on pupil progress and achievement, on behaviour and the safety and well-being of pupils, and to provide feedback and evaluate the ways in which the school actively responds to the views of parents, pupils and carers.
- To monitor and evaluate the effectiveness of partnerships, including community and community links, in promoting learning and well-being and make recommendations to the Governing Body to address any emerging issues.
- To ensure that the school has a Child Protection and Safeguarding Policy that meets all statutory requirements, guidance and inter-agency procedures and to publish the policy, and to monitor and evaluate the effectiveness of safeguarding procedures and make recommendations to the Governing Body to address any emerging issues.
- To keep under review a Behaviour and Safety Policy and to monitor and evaluate its implementation and impact including Behaviour Indicators.

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- To keep under review reports to parents on pupil progress and to ensure that statutory requirements are met.
- To develop a policy on communications and consultation with parents, to make recommendations to the Governing Body for its implementation and to review its impact.
- To consider ways in which home / school links can be further developed and improved and to make / agree appropriate recommendations including the Home/School Agreement.
- To draw up and keep under review a policy on pupil attendance and to monitor the implementation and outcomes of the policy.
- To keep under review and evaluate the extended school offer, including after school clubs, school performances and school journeys.
- To set up and operate a system of liaison with the School Council.
- To set up and operate a system of liaison with the Parent Council / Parent Teacher Association / School Association.
- To monitor how the school promotes community cohesion and evaluate the impact of provision.

Terms of reference agreed by Staff & Governors***Date:******Signed:******Chair of Governors: Yvonne Steel******Vice Chair of Governors: Teddy Aloba******T: 0207 622 3820 Email: admin@larkhall.lambeth.sch.uk******Website: www.larkhall.lambeth.sch.uk Blog Site: larkhallprimary.net***twitter.com/larkhallprimaryfacebook.com/larkhallprimary