

Meadowhead School and Sixth Form



Teaching & Achievement Committee Terms of Reference

Name of trust:	Meadowhead School and Sixth Form
Name of committee:	Teaching & Achievement Committee
Date agreed:	15 th September 2025
Review date:	<i>September 2026</i>

Chair of committee:	Lisa Read
Vice-Chair of committee:	Andy James
Clerk:	Sarah Gillott – Governance Professional
Membership:	<p>The Headteacher and any trustee may sit on this committee. Staff governors do not have voting rights.</p> <p>The Deputy Headteacher and other members of the Senior Leadership Team may attend the meetings as representatives to present on various areas, with no voting rights.</p>
Quorum:	The committee will require the attendance of three or more trustees to be quorate
Meetings:	<p>The committee will meet 3 times a year, usually once per term. The Chair will meet the SLT Link prior to the scheduled meeting to agree the agenda. Should the chair be unavailable the vice-chair will chair the meeting. If neither the Chair or Vice-Chair are available, a temporary chair will be appointed for the purposes of the meeting.</p> <p>Minutes of the committee's meetings will be shared with the board and made available to the public on request.</p>

The committee will monitor, evaluate and report on:

1. Student performance and outcomes at Key Stage 3, Key Stage 4 and Key Stage 5
2. The broad educational needs of students attending the school
3. Curriculum principles, how they are being implemented and their impact on all students
4. Curriculum and quality of education issues for all students
5. Curriculum enrichment, and other curriculum issues such as spiritual, moral, social and cultural learning
6. Student achievement and standards throughout the trust, including specific groups: those with special educational needs and disability (SEND), disadvantaged, looked after children and pupils with English as an additional language.
7. The quality of teaching and learning including performance and future performance trends and risks
8. Teaching capacity including the impact of continuing professional development on student achievement and standards.
9. How collaboration both across the school and and more widely is raising student achievement and wider outcomes.

Review, adopt and monitor all policies delegated by the trust board.

Policies delegated to the Teaching & Achievement Committee:

Policies (that **may** be delegated to the committee to review) include:

- BTEC Policy
- Exam Policy
- Homework Policy
- Literacy Policy
- Marking and Feedback Policy
- Target Setting, Assessment and Reporting Policy
- English as an Additional Language (EAL) Policy
- Teaching & Learning Policy