

**SOUTH DEVON COLLEGE**

**QUALITY, TEACHING, LEARNING AND ASSESSMENT COMMITTEE**

**TERMS OF REFERENCE**

Approved by GB in October 2013  
Reviewed June 2014

## **SOUTH DEVON COLLEGE**

### **QUALITY, TEACHING, LEARNING AND ASSESSMENT COMMITTEE**

**Terms of Reference and Rules of Procedure made under Article 4(1) of the Articles of Government.**

#### **1. MEMBERSHIP**

- 1.1 The Committee shall comprise eight members including the Principal, Staff Governor (Academic), and Designated Governor for Safeguarding.
- 1.2 The Chair of the Committee will be the Designated Governor for quality, teaching, learning and assessment, and appointed by the Governing Body.
- 1.3 The quorum for meetings of the Committee shall be three.
- 1.4 The Committee will normally meet three times a year.

#### **2. TERMS OF REFERENCE**

- 2.1 The Committee shall be responsible for ensuring student success, progression and satisfaction is maximised with continuous review and improvement of strategies, policies, procedures and data relating to quality, teaching, learning and assessment.
- 2.2 The Committee shall be responsible for:
  - a) monitoring performance in relation to quality teaching, learning and assessment;
  - b) monitoring performance of Personalised Learning Programme including achievement of maths and English;
  - c) making recommendations to the Governing Body on the College's attendance, retention and achievement targets;
  - d) monitoring the College's attendance, retention and achievement targets;
  - e) receiving reports in relation to key issues affecting the curriculum;
  - f) receiving reports related to quality issues;
  - g) monitoring the College's learner outcomes and destinations data;
  - h) monitoring the College's user views including staff views.
- 2.3 The Committee shall be responsible for considering the College's Self Assessment Report and associated action plan for recommendation to the Governing Body.
- 2.4 The Committee shall be responsible for reviewing the effectiveness of, and updating, the Governor Involvement Strategy.
- 2.5 The Committee shall be responsible for :-

- a) reviewing and approving the College's Safeguarding Policy on a three yearly basis;
  - b) monitoring the College's compliance of the Policy by receiving: feedback from the Designated Governor; and an annual report.
- 2.6 The Committee shall be responsible for reviewing and approving any other policies or strategies necessary in relation to quality, teaching, learning and assessment ie Maths and English, and Teaching and Learning.
- 2.7 The Committee shall be responsible for considering any other substantial issues relating to quality, teaching, learning and assessment and reporting to the Governing Body.
- 2.8 The Committee shall review these Terms of Reference annually.