



MEETING OF THE TEACHING AND LEARNING COMMITTEE ON 24TH MAY 2018 AT 8.30AM IN THE MEETING ROOM

PRESENT: Hilary Priest (Head), Karen Jarvis (KJ), Mike Waterson (MW),
Madeline Eaton (ME)

IN ATTENDANCE: Debbie Horton (clerk)

Minutes

1	Welcome & Apologies for Absence Suzanne Bryant sent her apologies. Ceri Goddard was absent.
2	Attendance and Declaration of conflicts of Interest Those present signed the attendance form. There were no declarations of interest.
3	Approval of minutes of last Teaching and Learning Committee meeting on January 25th 2018 The minutes were approved as a correct record.
4	Matters Arising from minutes of last meeting including progress made on the actions raised 7. Suggestions from governors for the SIP. This had been completed. 9. More information to parents re mental health initiative in the school. HP reported that there was an information meeting for parents today and one for the children after half-term. 10. Data Protection Officer appointment and any governors to attend relevant training. Done. Sandie Lovell is Data Protection Officer; Sophie Clark is the staff lead and ME the governor lead. ME is booked on training later in the summer. ME reported that a data audit had been completed, there have been three meetings, all documentation is ready and the school is on track for full compliance. MW asked for the governors' thanks to be passed to the three leads for their work in getting the school GDPR ready. 12. Attendance and Educating Children in Care policies for next meeting. See item 13 below. 12. Confirm additional role for safeguarding lead at next FGB. Inform current lead Nicky Rajksa. Done. Training needs to be undertaken.
5	SIP (curriculum areas) and performance data. The governors had received the most recent SIP summary with the agenda. HP reported that the school is in the midst of data collection. She said that as a whole school, greater depth Maths is clearly increasing. She said that the school was still working on the impact of the curriculum on groups, and currently they were looking at the Year 5 and 6 curriculums. The emphasis on a broad and balanced curriculum was continuing with new pages on the website to focus on Art and Craft, and DT, for example. The next two staff meetings are re-visiting the foundation subjects. Q: MW asked how the increase in greater depth Maths had been achieved. A: HP said that clear communication to staff about what is being worked on had been key. She said that the White Rose Maths scheme, which has been in use since Christmas, was proving to be highly effective. It allowed children to return to concepts already learnt and this had ensured that they had become embedded and fully understood.
6	SEND The Head reported that a new, experienced SENCO has been appointed from a strong field. She will start in September, with 50% of her time spent in the classroom and 50% on paperwork, and in the meantime, HP will take over the role. HP said that this experience will help her to design the new role better. She reported that Sandra Maggs, Family Liaison Officer, is employed for 2 hours a week and Michelle Rundle, TA, has taken on a pastoral care role and will support the Pupil Premium teacher, who is employed for 6 hours a week Q: MW asked how the success of the school in this area can be judged and said that he found it difficult to assess this on a term by term basis, even with 6 week plans in place. A: HP said that data gives a whole school view but that a SENCO who is able to spend 50% of her time with the children will give better feedback. HP said that since every child is different and cannot be identified it is hard to give specific feedback to governors. MW thought that some anonymised case studies would be useful.
7	Mental Health

	<p>HP reported that the mental health initiative is progressing well. It has been tied into the PHSE policy and she is seeing a huge impact on the children. They are articulating how they feel better, using concepts and language learnt at school, such as the bucket approach and animal imagery. ME said that parents would like to hear about that and could use it at home as well. HP said that she could include information about it in the newsletter. The staff had received more training and they are supported by the Early Help for Mental Health (EH4MH) project. HP sits on the board as a representative of the Association for Primary Heads. She had met Sarah Wollaston MP, and said that government is very unaware of the need for initiatives at primary school level.</p> <p>ACTION: HP to include information about bucket approach and animal imagery in newsletter.</p>
8	<p>Home Learning</p> <p>HP reported that there had been some readjustments to the online homework system which had been in operation since the beginning of term. This appears to work for some children but not others, so it has been readjusted and parents have been informed of those changes. Approximately 50% of children do homework.</p>
9	<p>Pupil Premium</p> <p>HP reported that a review is due at the end of the year. A monitoring enquiry took place just before Easter, where each pupil premium child was considered and an individual approach was designed for each one. MW requested a summary of that enquiry for the next committee meeting.</p> <p>ACTION: HP to produce a summary of the pupil premium enquiry for the committee.</p>
10	<p>Sports funding</p> <p>HP reported that a new analysis had been posted on the website.</p>
11	<p>Website</p> <p>HP reported that she and Sam Wilkinson monitor the website and have worked on making it informative and interesting. She said that 'website sparkle' time is built into staff meetings, to ensure that it is a priority and up to date.</p>
12	<p>Equality Action Plan</p> <p>The meeting with Ceri Goddard had been re-arranged for after half term and the plan is yet to be taken forward.</p>
13	<p>Policies</p> <p>The Educating Children in Care Policy</p> <p>In the new model policy, MW said that there needed to be a link to the Virtual School, and the responsible teacher, who is HP, needed to be made more explicit. The governors agreed the policy.</p> <p>Q: MW asked how many children in care there were at the school A: HP said none, and there had only been 3 in the last 10 years.</p> <p>ACTION: HP to amend the Educating Children in Care policy as agreed and send to the clerk.</p> <p>Attendance Policy</p> <p>The existing policy was reviewed and the committee agreed that the new example correspondence should be added. The governors agreed the policy.</p> <p>ACTION: HP to make additions to Attendance Policy as agreed and send to clerk.</p>
14	<p>Parent questionnaire</p> <p>The committee agreed that a repeat of last year's survey monkey questionnaire should be sent out after half term. Whether it needed to be done annually or bi-annually will be considered for next year.</p>
15	<p>Governors' monitoring visits from this committee</p> <p>Ceri Goddard's Pupil premium visit has been rearranged. A science visit is scheduled, and a safeguarding visit is needed.</p>
16	<p>Matters brought forward by the Chair</p> <p>There were none.</p>
17	<p>Date & time of next meetings</p> <p>Resources committee 21st June 8.30am FGB meeting 10th July 8.30am T& L committee 26th June 8.30am.</p>

The meeting ended at 9.45am

Summary of Actions

Item	Action	Lead	By when
7	HP to include information about bucket approach and animal imagery in newsletter.	HP	Next newsletter
9	HP to produce a summary of the pupil premium enquiry for the committee.	HP	For 26 th June 2018
13	HP to amend the Educating children in Care policy as agreed and send to the clerk.	HP	By end of term
13	HP to make additions as agreed to Attendance policy and send to clerk.	HP	By end of term