



MEETING OF THE TEACHING AND LEARNING COMMITTEE ON THURSDAY 29TH JUNE 2017 AT 6PM

PRESENT: Hilary Priest (Head), Karen Jarvis (KJ), Mike Waterson (MW),
Gillian Tubbs (GT)

IN ATTENDANCE: Debbie Horton (clerk)

Minutes

		By whom?	By when?
1	Welcome & Apologies for Absence Ceri Goddard gave her apologies.		
2	Attendance & Declaration of Interest The governors signed the attendance form. There were no declarations of interest.		
3	Approval of Minutes of Teaching and Learning Committee meeting on 5th May 2017 The minutes were agreed as a correct record.		
4	<p>Matters arising from minutes of meeting on 5th May 2017 including progress made on the actions raised</p> <p>11. GT had looked into Investors in People for carrying out the parent and staff surveys. She said that it cost £3000 for a 3 year contract and she tabled information about what they offered. She had also looked at three primary schools (all with an Ofsted judgement of outstanding) who used a range of approaches to the surveys. One school linked the parent survey to the School Improvement Plan (SIP) and another used an informal questionnaire at Parent evenings. GT said that all three schools felt that they could do more to feedback results to parents. The Head said that the parent survey had gone out on surveymonkey. It was the same one as last year, with one additional question. There wasn't an opportunity to comment on the surveymonkey version, but parents had been invited to comment through the newsletter. When it is complete, the results will be brought to the next FGB.</p> <p>The Head said that last year it was clear that communication was an issue and the school had worked on that over the year. She said that the school was trying to be more open about what the leadership and management team do.</p> <p>Q: GT asked if future surveys could be linked to the SIP. A: The Head said that the cornerstones of the SIP are in there, but she wasn't sure if there needed to be more detailed links.</p> <p>MW said that they could try another survey of some description half way through the year, which might unpick issues which came from this one.</p> <p>3: The Head said that she has re-written the PHSE curriculum.</p> <p>5: MW hasn't completed work on the Freedom of information Scheme.</p> <p>10: GT is booked onto governor's Safeguarding training on 5th July. MW, in his role as Deputy Safeguarding Lead, and the Head, still need to meet.</p>	MW/Head	Before the end of term

5	<p>SIP (curriculum areas) and performance data</p> <p>The Head reported that she has reviewed the summer term SIP and populated the Autumn Plan. She said that the curriculum for the mixed classes is currently being designed.</p> <p>Q: MW asked about modern foreign languages. A: The Head said that a MFL curriculum had been designed for the early years and KSI, and this had been put on the school Intranet. KSI will learn Spanish, and KS will learn French.</p> <p>Q: GT asked if the school had made links with the language schools. A: The Head said that she hadn't but that she had made links with KEVICCS. She said that provision in the school will need development.</p> <p>Q: GT asked how much time was spent on languages in a week. A: The Head said that the MFL teacher works on Thursday and each class have up to an hour's teaching each week.</p> <p>Q: MW asked the Head what had pleased her the most over the year. A: The Head said that the increase in greater depth had been great, and also the huge improvement in handwriting and the excellent results.</p> <p>The governors had received a written report from Helen Fernyhough, science co-ordinator about science across the whole school. It was a very positive report, and had highlighted a few points to work on. KJ said that immersive teaching, or whole days of science, worked very well for the children. The committee agreed to ask Helen to the next Teaching and Learning Committee meeting as a follow-up to the report.</p> <p>Q: GT asked if there were any gender differences in attainment and progress in science. A: The Head said that the data hadn't been collected yet.</p> <p>Q: MW said that the report indicated that not all children liked science and asked why that might be. A: The Head said that some children struggle with the writing up.</p> <p>Last term's performance data was sent around with the agenda. The Head said that this term's data is still coming in. She reported that the results are excellent, with KSI being the weakest area.</p> <p>Early Years achieved 79.4% in all prime areas and that in Y1 phonics 84% passed (76% last year). In KSI Y2 SATS the results were: Reading 82% expected, 33% Greater Depth Maths 90% expected, 32% Greater Depth Writing 80% expected, 16% Greater Depth The Head said that Year 6 writing had been moderated and that 97% reached expected, and 23% were at Greater Depth.</p> <p>Q: GT asked how writing had improved. A: The Head said that there had been a big push on Greater Depth and the new curriculum had now embedded.</p>		
6	<p>Head's Report</p> <p>Q: MW asked about the new teachers arriving in September and if all was well there. A: The Head said that all teachers were given lots of support and mentoring and she had no concerns. She reported that the school is appointing someone to a maternity cover post on Monday. There are four candidates. GT will attend the interviews.</p>		

	<p>Q: MW noted all the extra security provision in the school, for example the back gate.</p> <p>A: The Head said that the parents were pleased with the new arrangements and they were working well. The safeguarding audit came up with a few minor points but on the whole the school was declared to be very secure.</p>		
7	<p>Staff, parent and pupil surveys</p> <p>This had been covered at item 4, above.</p>		
8	<p>Attendance</p> <p>The Head said that the latest data is on the front of the Head's report. GT had met with Sophie Clark, and tabled a report on that meeting. Attendance is just below 96%, which is the level necessary to be judged outstanding. Rebecca Rockett contacts parents if their children's attendance falls below 94%. GT said that there is a correlation between SEND and FSM children and lower attendance. She drew the committee's attention to possible strategies to improve attendance on the back of the report. The Head said that they currently employ a number of strategies, including a meet and greet strategy to help those who are school phobic.</p> <p>Q: MW asked if the school is doing as much as it can.</p> <p>A: The Head said that the school is as good as it can realistically be and that the lowest attendance rate in the last few years is 95%. However, she said that it would be good to look more closely at the relationship between disadvantaged children and absence and ensure that good strategies are in place to support these children as much as possible. She said that next steps here should involve monitoring the effectiveness of current strategies with FSM children.</p>	GT/Head	End of term
9	<p>Safeguarding</p> <p>The termly data collection sheet was tabled. GT said that she had looked at current national statistics for online abuse of primary aged children and said that it is 1 in 5 in this age range. The Head said that there are guidelines to online etiquette in the PHSE programme. She said that they use the eschools learning platform in the school, and are going down the education route to guide and advise children.</p> <p>The Head said that it is an issue, and will continue to be so as younger children start to use social media.</p> <p>The Head said that the Single central Record had been checked during the safeguarding audit and that she, Sam Wilkinson and Sophie Clark had done the safer recruitment training. MW said that he would also do this training.</p> <p>Q: GT asked what the protocol is with staff internet devices.</p> <p>A: The Head said that she has written a policy for this, and the next stage is for it to go to staff.</p> <p>The Head said that children bring in devices and they go in the teachers' desk.</p>		
10	<p>Equality Action Plan</p> <p>CG is leading on this, and so it will be brought forward to the next Teaching and Learning Committee meeting.</p>	CG	Autumn term meeting
11	<p>Policies</p> <p>The Outdoor Education policy had been customised for the school. The Head reported that it had gone to staff.</p> <p>The committee approved the policy under delegated authority. The clerk had produced a policy review table for the next academic year in preparation for a policies meeting in September 2017. She agreed to allocate policies to governors and send it round before the end of term.</p>	Clerk	Before the end of term

I2	Governors' monitoring visits from this committee MW undertook a Maths monitoring visit last week. He sent a completed form to the clerk for the evidence file. He said that he was impressed by the way children could explain what they were doing, which showed good understanding. He said that there was a consistency about how Maths is taught in the school. He wondered how progress was maintained in those children who were good at Maths. The Head said that they would look at Greater Depth questions on the sunshine sheets to ensure that this cohort was continuing to make progress. The Head will prepare a governor visits schedule for the next term. An RE and an Equality visit have been identified as necessary.	Head	For September FGB meeting
I3	Matters brought forward by the Chair There were none.		
I4	Date & time of next meetings FGB 18 th July 2017 at 6pm.		

THE MEETING FINISHED AT 7.20PM