



## MEETING OF THE TEACHING AND LEARNING COMMITTEE ON MONDAY 4<sup>TH</sup> FEBRUARY 2019 AT 8AM IN THE MEETING ROOM.

**PRESENT:** Hilary Priest (Head, HP), Karen Jarvis (KJ), Madeline Eaton (ME)

**IN ATTENDANCE:** Debbie Horton (Clerk)

### Minutes

<b>1</b>	<b>Welcome &amp; Apologies for Absence</b> Ceri Goddard, Mike Waterson and Suzanne Bryant sent their apologies. Karen Jarvis was elected Chair of the meeting.
<b>2</b>	<b>Attendance &amp; Declaration of Interest</b> Those present signed the attendance form. There were no declarations of interest.
<b>5</b>	<b>The committee moved to item 5, Literacy report.</b> Sam Wilkinson gave a verbal report with notes, which will be circulated to the committee. She outlined the main issues and areas of focus: <ul style="list-style-type: none"> <li>• Writing</li> <li>• Closing the gender gap in writing (analysis of motivations within the curriculum were continuing, particularly for boys, who lagged behind girls in writing, especially in KSI.)</li> <li>• Consistency of teaching across classes (new staff had been inducted into Grove practices and approaches.)</li> <li>• Assessment sheets (the KSI system had been broken down into 3 terms, with termly meetings to discuss.)</li> <li>• Planning and writing sequences (consistency was again the focus.)</li> <li>• Alice McShane (school adviser) had spent half a day in the school in response to 'School on a Page', with another half-day to go. The whole staff would hear her feedback on the school's systems and approach.</li> <li>• New resources were needed, these included Year 1 phonics material, KS2 reading books, and possibly a Devon reading scheme.</li> <li>• Research was taking place into the latest good quality and inspirational books to ensure staff kept up-to-date with the latest in children's fiction.</li> </ul>
<b>3</b>	<b>Approval of minutes of last Teaching and Learning Committee meeting on November 12<sup>th</sup> 2018</b> They were approved as a correct record.
<b>4</b>	<b>Matters arising from minutes of last meeting including progress made on the actions raised</b> 8. HP to investigate governor level access to ASP. This had not been progressed. The clerk will ask governor services at Babcock. 9. Committee to look at website in general and feedback any comments to HP. ME had responded by email. She said that the website was full of information and depicted the school well. She suggested a summary of how the Grove school was different to other schools, which she thought would be useful to prospective parents. KJ said that the website was bright, and very informative. HP intended to improve the homepage, and said that a video of a day in the life of a child at the school, had been suggested. <b>ACTION</b> Clerk to contact Babcock about governor level access to ASP
<b>6</b>	<b>Curriculum</b> <b>Report on school's response to new Ofsted criteria. Feedback from INSET day.</b> The INSET day focussed on redesigning the curriculum to ensure clear sight of progression through the years and flexibility, so that teacher's passions and the interests of the children were built into learning. The main points had been summarised in a school newsletter.

<b>7</b>	<p><b>SIP</b>  <b>An update on this term's target areas relevant to this committee.</b>  This had been included in the Head's report, see below.  The committee had received a draft document from the Head outlining the main areas for the new SIP which starts in April. It had been circulated to the rest of the governing board and feedback had been requested.</p>
<b>8</b>	<p><b>Head's report</b>  <b>Areas relevant to this committee.</b></p> <ul style="list-style-type: none"> <li>ME noted that maths was now looking stronger than literacy. HP said that it had become much stronger, but analysis of the gender gap was continuing.</li> <li><b>Q: ME asked why that there was no greater depth writing in the EYFS.</b>  <b>A: HP said that this was not unusual at this time of year, and reflected that no child had entered school as a writer.</b></li> <li><b>Q: ME asked why six Year 5 girls were below their targets in reading.</b>  <b>A: HP said that this was not unusual at this stage, and that this was a small number out of 43.</b></li> <li>HP reported that THRIVE will no longer take place in school, because of its high cost. It is to be replaced by an in-house system called FLOURISH, which is currently being designed. Ideally, if the budget allows, a member of staff will be appointed to run it.</li> <li>The PTA is funding additional canopies for the downstairs classrooms.</li> </ul>
<b>9</b>	<p><b>Performance data</b>  Included in the Head's report, see above.  The committee noted that attendance is better than last year and is up by 1%. HP said that this was a response to the reality of fines.</p>
<b>10</b>	<p><b>Pupil Premium update</b>  KJ and HP had arranged to meet to discuss pupil premium pupils. The committee noted that there were now more pupil premium pupils in school than last year.</p>
<b>11</b>	<p><b>Parent, pupil and staff questionnaires</b>  Last year's questionnaire had been circulated with the agenda. ME suggested that a question about whether parents were happy that their child's data was kept secure by the school was included. HP said that governors had suggested a comment box. These suggestions will go to the FGB in March for considerations, ahead of sending out the final questionnaire in the summer term.</p>
<b>12</b>	<p><b>Governors' monitoring visits from this committee</b>  Visits in enrichment, safeguarding and GDPR had been undertaken by ME. Visit notes will be circulated to the governors.</p> <p><b>Enrichment:</b> ME reported that there was a good energy around enrichment, and that children were working to target. She said that it brought like-minded children together across the age groups. HP said that it worked better at KS2 than KS1 and she was looking into this. KJ said that it was good to respond to children's interests as well as their abilities, so that all children were included.</p> <p><b>Safeguarding:</b> ME and Mike Waterson had attended safeguarding training.  ME suggested that staff and children should have a termly conversation about safeguarding issues so that the basic approach and understanding is embedded throughout the school.  ME checking in to hear views of safeguarding from staff and a small group of pupils from across year groups would be beneficial annually on conjunction with termly Safeguarding leads meeting.</p> <p><b>GDPR:</b> ME said that no data issues had arisen. She is keeping a file on breaches. HP said that there had been a minor infringement, which the school had addressed. As a result, staff were now vigilant when using their computer screens on the class monitors. ME reported that she thought the culture around GDPR was settling. HP said that she was confident that the school was responding in a more nuanced way to data security.</p>
<b>13</b>	<p><b>Matters brought forward by the Chair</b>  There were none.</p>
<b>14</b>	<p><b>Date &amp; time of next meeting</b>  T&amp;L Committee Monday 13<sup>th</sup> May at 8am</p>

The meeting ended at 9.25am

Summary of Actions

Item	Action	Lead	By when
4	Clerk to contact Babcock about governor level access to ASP	Clerk	By next meeting