

**Minutes of the Teaching & Learning Committee
Wednesday 9 November 2016 at 6.00pm**

Present:, Susie Dove (Head Teacher) Alison Holloway, Rose Gunter, Hayley Fitch, , Paula Bangs, Elleesa Rushby (Minutes)

Apologies: Elaine Dicocco

Attendance:

SD 100%	ED NA	AH 100%
RG 100%	PB 100%	

Apologies and Declaration of Interest

1.

Apologies: Elaine Dicocco who is currently seconded as Acting HT of another local school.

There were no new matters of pecuniary interest.

2. **Election of Chair and Vice Chair**

PB self-nominated and was seconded by HF for the role of Committee Chair

RG self-nominated and was seconded by HF for the role of Vice Committee Chair.

Both posts will run for the remainder of the current academic year.

3. **Minutes of the last meeting**

The minutes were agreed as a true and correct record of the meeting.

Clerk

4. **Matters Arising as per agenda**

Homework audit – a governor asked about the analysis and resulting actions had been implemented following the audit. The HT reported that the audit showed that some parents found supporting their child difficult as they themselves did not understand some of the work. To remedy this explanation booklets have been distributed at Parents’s Evening and parent sessions have taken place offering advice on supporting phonics, maths and reading. The HT has also reported back that these have taken place via the newsletter and invited parents to ask for more help and booklets. The CoC felt that the recent Parents’ Evening had demonstrated good two way communication which she felt was vital in fully supporting pupils.

5. **Terms of Reference**

The Committee had reviewed the ToR and found that they were adequate for the coming year. Clerk to add the review date.

Clerk

6. **School Website Content**

The Governors’ section is to be updated with pictures and profiles
The OFSTED data dashboard has now closed down and the replacement DFE tool is to be added instead.

The CoG report and Governors’ reports are to be added along with updated governor attendance. It was also noted that a set of minutes

CoG

could not be opened but that this may have been the user's device.

7. Data/Progress

The 2015-2016 End of Year data was circulated showing attainment and progress. Y4 are above national targets in all subjects.

Q: In KS1 attainment, why have only 10% of pupils reached 'greater depth' against a 13% national? Is the term greater depth subjective?

A: We are very strict in our moderation. The SIP feels that writing is excellent and he sees standards across a number of schools. Two staff are working as shadow moderators across the county will help to make moderation consistent. In Maths Heathwood scores 17% against the LA 23% and National 18% which demonstrates the differences between school and teacher assessment.

Q: Are pupils joining with a lower baseline?

A: Yes, from 2013 it is considerably lower and with a higher SEND proportion. We have we have 1 EHC and 2 further SEND in current year 1 but as you track down the school, the rise in SEND is evident with 4 EHC and 3 PPG in Year R. Heathwood pupils, however low their baseline and level of SEND do make better progress than might be expected elsewhere. The CoC commented that progress is very good and that Heathwood is not a coasting school. It has the right approach as it encompasses SEND/G&T to make the best progress as individuals. The HT confirmed that she emphasises this to staff. Governors will take part in an end of year data exercise.

**Clerk. FGB
Agenda**

Q: Pupils are being taught joined up writing from the bottom of the school. Has this had any impact?

A: Yes, as we were having to double teach them which was confusing. Now they learn joined up which can be hard to read at first but worth it and it means that in Y2 pupils are now writing as confidently as Y4s. It also allows more pupils to get a greater depth grade as this cannot be awarded unless they can do this. Pupils are also being taught how to appreciate different fonts.

Q: What is happening with Maths in the current Y3?

A: The target of 80% expected was very tough. The national target is 85% but there are too many SEND in this cohort for this to be achievable. Instead we have concentrated on upping the greater depth (GD) target to 30%. At Pupil Progress meetings, GD pupils are reviewed and action planning takes place.

Q: How do you define GD?

A: For example, the number of the week was 5. Pupils were asked to express 5 mathematically. Some were able to show this using brackets and decimals. These are likely to be our GD pupils. We operate a low threshold/high ceiling approach so that pupils are not confined to ability graded worksheets and we are constantly asking them to explain how they know what they know.

PPG

The percentages of PPG in Y4 look large but this is actually one child. It is worth noting that many PPG are also SEND.

SPG

All classes are using the wheel system for each PE activity. Pupils colour in strands to self assess progress and Luke does the same. The folder with the wheels follows the pupil through school to log their attainments. An example was shown to governors who felt it was a fun interactive way of logging learning.

8. SDP and Action plans

The SDP was distributed with PM highlighted. Subject Leaders and teachers each have three targets. Support staff are also targeted. Both are in line with the SDP.

The CoC felt that this was a very useful document. It will be ragged termly to show progress.

Q: Are staff happy with their targets?

A: Yes, a discussion takes place with them to ensure that they understand the target and buy into it.

The CoC noted that it was not the role of a governor to judge the quality of teaching as the HT comments on this in her report but it is important that governors evidence that the HT reviews teaching quality and makes necessary interventions to maintain and grow quality.

9. Safeguarding

The next safeguarding audit will take place in January 2017. All staff have undertaken Prevent training. The DH and SENDCo have taken Safeguarding module 1 and 2, although the DHT is now on secondment. Pre School leader is booked on training and we will now book another member of SLT

All governors as a priority.

All governors must have completed the online training by the end of Autumn term.

The CoG and HT will carry out a spot check audit on 6 December 2016 and will also ensure that all DBS are in place.

There are no new safeguarding cases in School. One has been stepped down from child protection level. The HT is not happy with this decision and will monitor.

10. Staffing-induction, Quality

Lesson observations will take place over the next three weeks and the HT will report back at the next T & L.

Agenda

11. Responsibility

The following responsibilities are allocated as follows:

RG – British values, School Council, Fair Trade

PB – Trips & Visits, Safeguarding

PB/RG – SEND and G&T

RG reported that she had accompanied pupils to the FT conference and that the pupils had been very confident and eagerly joined in, even when they were separated into groups with older pupils from other schools. RG also commented positively on the Zoo trip where pupils learned more

about how animals' different coats match their habitats.

Year R will be visiting Dell Farm and the CoG will accompany them. It is possible that this venue will be used for a 1 night stay for Y3 pupils.

Heathwood pupils sang as a choir at St Paul's Cathedral. Their performance was exceptional and received praise from the Musical Director.

12 Policies

There were no policies to review.

13 AOB

Governors discussed the dangers of drivers on Heath Road. A parent feels they are making progress with a councillor but nothing has been heard after the radio interview given by RG.

Dates of future meetings

All meetings to be held on a Wednesday:

18.01.2016 Comms

03.05.2017 Comms/Budget

If governors are unable to attend or know that they will be late, please email the clerk on elleesa@mailtight.com or after 4pm on the day of a meeting text 0791 4546115


All to note

The Meeting ended at 7.30






Signed

Date

Most popular option: **I agree the T & L Minutes 09.11.2016**

 [Select final option\(s\)](#) ▾

4 participants

		I agree the T & L Minutes 09.11.2016
	Hayley Fitch	<input checked="" type="checkbox"/>
	Rosemarie Gunter	<input checked="" type="checkbox"/>
	Paula	<input checked="" type="checkbox"/>
	Susanne Dove	<input checked="" type="checkbox"/>
	Elleesa Jones	<input type="checkbox"/>

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