

**Minutes of the Teaching & Learning Committee  
Wednesday 24 January 2018 at 6.00pm**

**Present:**, Susanne Dove (Head Teacher) Rose Gunter, Paula Bangs, Elaine Dicocco, Paul Dicker, Jonathan Young, Elleesa Rushby (Minutes)

Apologies: None

**Attendance:**

SD 100%	ED 100%	PD 100%
RG 100%	PB 100%	JY 50%

**Apologies and Declaration of Interest**

1.

**Apologies:** None

There were no new matters of pecuniary interest.

2. **Minutes of the last meeting**

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

**Clerk**

3. **Matters Arising as per agenda**

There were no matters arising

4. **Data/Progress**

Governors agreed that the data document was very informative and thanked the HT for the time she had spent compiling it.

The HT pointed out that the Maths data should be treated with caution. Unlike Writing/Reading, Maths is a series of topics and pupils will not have covered all aspects of the curriculum at this stage.

*Q: Is 77% ambitious for Y1 Maths?*

A: Yes, but it is better to have a challenging target. Greater Depth (GD) achievements will not show up at this stage but we will have a more accurate picture of Maths overall when pupils have covered all of the sub topics.

Governors were pleased with GD in Y2 overall.

Y3 GD Reading was viewed as excellent by the governors, with pupils achieving the 37% GD target. 50% of these are PPG. The writing GD target is 30% and achievement so far is at 6%. Staff are working very hard to help pupils reach this and it is worth remembering that this cohort has nine SEND pupils, six of which are at EHC. SEND pupils are making the Expected target.

*Q: Is the HT pleased with results?*

A: Generally yes. This is the term for learning, although we have had high sickness rates, with seven pupils off poorly, three of which are in Y4. Staff have been poorly too. In spite of this, progress is promising.

The HT reported that she had retained data for pupils who had left. At LC2, these pupils were reviewed and had not maintained the levels they had achieved when they left, despite now being in Y6. This is quite contentious and often Lower Schools are blamed.

*Q: How can the Lower School be blamed when they (the pupils) leave in y4 with the same level they have in Y6?*

A: Middle school teachers have complained that Lower Schools have levelled the pupils too high. Now that we have staff trained in moderation, we should feel even more confident in our judgements.

Raising attainment at KS2 had been a focus for LC2 and it was noted that Maths was taught well, but in so many different styles across all of the schools involved. PD who has been trained as moderator felt that he would need to understand how a pupil had been taught Maths before he could moderate the work.

SPG

The New Action Plan for 2017-2018 is now on the website. Additional SPG funding has been given by the government this year and the School is actively considering ways of spending this prudently, possibly on an 'active playground' in conjunction with the Sports Council.

*Q: Are we still training staff on PE?*

A: Yes, we are partnering with LLSP/Future Game and different PE skills are being taught each year.

The CoG will carry out a PE visit to discover how pupils who find PE challenging, progress. She would also like to speak to those who find it easy and capture an all-round experience. CoG to report back to T & L.

CoG

*Q: What sort of sporting equipment is being considered? Would more climbing equipment be useful?*

A: More climbing equipment would mean re-developing the playground and that is not funded by the grant. To date some chalk boards have been purchased, as requested by the pupils.

ED has been working on developing GD across the School. She has registered for NACE membership. For more information about NACE, please follow the link: <http://www.nace.co.uk/> .

ED reported that NACE have now added foundation subjects as identified by teachers, plotting what staff are doing to help pupils reach challenging targets. She has also sent out a parent questionnaire asking about the strengths and interests of pupils, outside school. This has been well received.

The School has signed up to the NACE Framework for Challenge Award <http://www.nace.co.uk/challenge-award> . ED will find evidence and

produce an action plan which will hopefully be assessed this time next year.

*Q: Will this make it easier for staff to identify GD pupils?*

A: Staff are generally good at spotting this already but what this will do is to more easily identify gaps. We have more pupils at GD in foundation subjects than we think. An assessment tool will have been written by the end of the year and this will show the higher number of GD pupils.

*Q: How many levels are there to the Challenge Award?*

A: There are several, but the criteria was not stated unless a School had signed up and paid money. However, as Shefford had already done the Award, they were helpful in sharing the criteria.

### **SEND**

PD has been reviewing the SEND register and will be splitting results by gender. PD met with RG/CoG and it was a very informative meeting that has really developed governor understanding of SEND. SEND training will take place in April 2018.

### **OFSTED**

An OFSTED inspection took place just before Christmas. The previous day School had been closed due to snow. The inspection took place amidst Heathwood's Christmas preparations, with the Panto taking place and pupils enjoying their Christmas lunch before an evening performance of a school show. The School has a special Christmas curriculum rolled out to all years through December. OFSTED was impressed with this as often schools wind down close to the end of term rather than using the time to engage pupils seasonally.

A draft report was received by the HT, who corrected some factual errors. The School was judged as Good. The Inspector had pointed out that all pupils who had been in Y2 (12/13) had achieved Expected in Reading while in that year but that only 93% of that cohort achieved by the end of Y4. However, they were not matched children, as two left and two joined. Judgements were made using the old levels which meant that a pupil scoring a 3C was entered as a 3. This could make them look like a strong GD when they were at the bottom of this grading.

YR. The inspector could see that year on year, data has been improving. However, last year's 61% against the national average of 71% invited comment. The HT had explained that in that cohort there were four EHCs and without their scores, the cohort would have made 77%. However, the inspector would not go back on her judgement but did modify her comments. The inspector noted the lovely ethos of the school and acknowledged parent comments.

The CoG thanked the HT and all of the staff. She felt that pupils get a really great start at Heathwood and that she was very proud to be CoG. RG added that she was proud to be VCoG. Parents actively sought out the inspector to compliment the school. The CoG was very proud that all

pupils, regardless of academic ability or mobility respect one another.

**5. SDP/Action Plans**

Nothing to add.

**6. School Website**

The new comments by OFSTED to be added to the Welcome section.  
Several other changes were given to the HT to be made.

**HT**

**7. Safeguarding**

JY joined the meeting at this point.

A Safeguarding audit will be taking place. HT/CoG to set date.

**CoG/HT**

A discussion took place about E-Safety. Pupils as young as five have either played or watched another person, play age inappropriate games. A drama group have attended to make Y1-Y4 pupils aware of online safety. The NSPCC do run a parent workshop but it is difficult to get all parents to attend. CHUMs and CAMHs will be visiting Middle and Upper schools to discuss E-Safety on February 6 2018.

**8. Staffing-induction, Quality**

Induction has taken place for the new Finance Officer. She has worked a month on her own now, including month end.

An apprentice has been taken on in Pre-School/EY, mentored by ED.

The staff member doing ITT training will spend six weeks at another Lower school after half term. Numbers in Pre-school are low enough not to replace her for the time she is on training.

The SENDCo is undertaking role specific accredited training online.

**9. Governor Responsibilities**

Rights Respecting council to meet.

**10. Policies**

There were no policies to review

**11. AOB**

**GDPR**

GDPR to be an agenda item going forward. The School needs to be GDPR compliant by 25 May 2018. Governor training available via LC2. GDPR may mean that the Office Manager needs additional hours. Some policies need to be written. Procedures already in place. Confidential documents are being shredded and an accredited company disposes of them securely. Staff no longer use memory sticks. All PCs and systems are passworded.

**Clerk**

**Broadband**

**HT**

A new provider needs to be found. This will have implications for email addresses and school IT equipment. HT to progress this.

Meeting ended at 7.35pm

**Dates of future meetings**

All meetings to be held on a Wednesday:

**All to note**

- 14.03.2018 FGB
- 18.04.2018 Budget FGB (6.30pm ??)
- 16.05.2018 Comms
- 11.07.2018 FGB

If governors are unable to attend or know that they will be late, please email the clerk.

**The Meeting ended at 9.05pm**

The screenshot shows a meeting record for 'T & L Committee Meeting 24.01.2018' by Elleesa Jones. It features a table with columns for 'Signed' and 'Date'. The table lists five participants: Rose Gunter, Paul Dicker, Jonathan, Paula Bangs, and Susanne Dove. Each participant has a green checkmark in the 'Signed' column, indicating they have agreed to the record. There is also a summary row showing '5 participants' and '5' signed. A button 'Unsubscribe from updates' is visible at the bottom right of the screenshot.

Signed	Date
I agree that this is a true and accurate record of the T & L Meeting 24.01.2018	
5 participants +	✓ 5
➔ Rose Gunter	✓
➔ Paul Dicker	✓
➔ Jonathan	✓
➔ Paula Bangs	✓
➔ Susanne Dove	✓

Signed

Date