

Minutes of the Teaching & Learning Committee
Wednesday 16 March 2016 at 6.00pm

Present:, Susanne Dove (Head Teacher) Jennifer Akpeki Tyrell, Elaine Dicocco, Alison Holloway, Rose Gunter, Hayley Fitch, , Paula Bangs, Elleesa Jones (Minutes)

Attendance: N/A

SD 100%	ED 100%	AH 100%
RG 100%	PB 100%	JAT 33%

1. Apologies and Declaration of Interest

Apologies: There were no apologies

There were no new matters of pecuniary interest.

JAT resigned from the GB and was thanked for her commitment and long service to the School by all of the governors. The CoG particularly thanked her for all of her support. JAT remained at the meeting but asked for the CoG to chair the meeting. She agreed to do this.

2. Matters arising as per agenda

The minutes were agreed as a true and correct record of the meeting and were signed off by the committee chair with two amendments for the Clerk, which she had noted.

3. Website

The HT asked governors to advise MC or herself if they noticed any items to be amended. The School has been working very hard on the website, mapping all the information to the correct tabs, creating a governors' tab and removing out of date information. There was still some work to do.

The CoG commented that it was now easier to find the term dates and that navigating was more logical.

An image for the governors' page is still needed for RG. She will ask one of her grandchildren to draw one and send it to the HT.

RG

Q: Where are the trips forms on the website?

A: By each class, posted when a rip is announced.

After some discussion it was agreed that the forms should be posted in 'news and events/letters to parents.'

HT

4. Learning Walkways

RG reported about the recent Fairtrade promotion visit by pupils to another lower school, to share their knowledge of Fairtrade. Pupils had demonstrated excellent research, presentation and behaviour on the visit. The HT of the lower school now wished to adopt this initiative. Pupils also visited Waitrose who only stock Fairtrade bananas. Waitrose staff showed pupils their range of Fairtrade goods. All pupils involved were great ambassadors for the School.

Governors commented on the recent Learning Walkways (LW) saying that they had noticed that higher achievers had been identified and challenged. The standard of wall displays had been raised. During group activity, they noted staff using a differentiated style of questioning to communicate effectively with pupils of different abilities. TAs were used well.

The CoG further commented that she felt that pupils knew their targets, were very engaged in their learning and looked happy. The LW had been a valuable resource and it enabled governors to have an accurate picture of school life.

Clerk to send the LW proforma to all governors

Clerk

During the recent visit by the SIP, he had carried out a LW. He had looked at the OFSTED judgments and asked the HT to reflect on why she had only scored the School at good for Leadership and Management. He felt that this deserved to be outstanding and he could not think of another school that had the same level of standards. The HT agreed that perhaps it was time to get better 'at blowing one's own trumpet.'

Both the HT and CoG were able to agree with the SIPs positive comments about pupil engagement and target knowledge. The high standards are a credit to the staff and there has been a notable improvement since the last visit. A further LW will take place in the Summer term.

HT

5. SDP

There are no updates since the FGB

The HT has met with the School Improvement Intervention Manager who is also an OFSTED Inspector. She has suggested that the SDP and HT's report should show governor training, that the SDP overview page should be more concise and that achievements should be recorded in the SDP and referenced in the HT report. The new format will be adopted from September 2016.

HT

6. Data and Interventions

Staff had been scrutinising EY data and had identified that pupils were starting with a baseline of 32.3 against a national 37. This had enabled them to plan and begin to implement interventions via provision mapping sheets, which would show the impact of the interventions.

The HT talked the governors through the mapping sheet and explained the levels which are converted into age related expectations. She felt that staff had succeeded in taking on the challenge to ensure that everyone would be working at the curriculum by the end of each milestone. Governors to receive copies of this data when complete.

HT

A governor commented that provision maps were completed differently and that they needed to be more uniform. The HT agreed and will explain the importance of standardising this to staff.

HT

Q: How much planning goes into provision mapping?

A: This is a priority for the School. Teachers and Support Staff meet to plan for next term. There is also a meeting before the end of the Summer term. Support

Staff are paid to attend these sessions. There will be an INSET day after Easter to examine what intervention resources will be needed and included in the budget for next year.

7. Early Years Targets

The HT is awaiting data after Easter and will share this when it is available. The School chose the EY baseline aligned to good EY practice but baseline profiling had now been abandoned. The School has reverted to using EY profile that was used previously while they wait for the DFE.

Q: could this be done without a computer programme?

A: Yes, staff could look at existing documents from playgroups and pre-schools and create reports. However, the documents could be subjective and not every child attends a form of EY provision.

Q: do you baseline pre-school pupils?

A: Yes, but not baseline on entry just on exit information. The more pupils who join from Heathwood's pre-school, the easier it is to see their progress.

The CoG reminded the governors, that previously, she had to convince OFSTED that pupils joined with such a low level.

8. Sports Premium

The HT reported that the Young Leader training had taken place and pupils would be doing Bikeability tomorrow.

9. Pupil Premium

Data would be available after Easter. However, the CoG noted that it was her opinion that PPG pupils were doing well. There were gaps in Y4 and Class R but that progress was improving.

Q: Is PPG on the provision maps?

A: Not at the moment but it should be included.

HT

10. Safeguarding Audit

The report following the recent safeguarding audit was distributed to the committee. The report had been ragged to show actions. A further audit take place termly with annual review in January 2017.

All governors to undertake online safeguarding training and training dates to be recorded. Clerk to circulate link to training.

Clerk

11. Policies

There are none to be reviewed at this meeting but the ones in the safeguarding document are to be reviewed.

HT

12. SEND/G&T

The SEND governor reported that thresholds for provision had changed and that pupils must three years behind before they attract any funding.

Provision is currently:

3 staff supporting LP pupils both in LP and in class
1-1 TAs for statemented (EHC) pupils, mostly for autism support

SEND level 1 and 2 is now just termed as SEND and is funded from SEND budget, which also has to fund the first twelve hours of EHC support. This does not have to be 1-1 as a TA could be shared between a number of pupils to make up the twelve hours. For those with more complex needs, the School funds 1-1 support. The EHC roll is reviewed and pupils do move off this.

The HT commented that the School receives LP applications where LP support is not a pupil's primary need eg. an autistic child whose need is for autism support rather than LP. Sometimes annual reviews show that the primary need has changed and the pupil is moved out of the LP. The LA then sends funding so that the pupil can be supported differently.

13. AOB

The software company responsible for the School Reports system have accepted responsibility. Reports will be issued by the end of the academic year. Parents' Evening has already taken place.

Dates of future meetings

All meetings to be held on a Wednesday:

All to note

Comms	18.05.2016
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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

The Meeting ended at 7.15

Signed

Date