

**Kirk Smeaton Church of England Primary School
Governing Body**

**Minutes of Curriculum Committee Meeting held on
Wednesday 7th December 2016 at 6.00pm**

Present

Mrs L Thornley	-	Parent Governor
Mr M Storey	-	Parent Governor
Mrs R Rawson	-	Co-opted Governor
Mr T Jones	-	Co-opted Governor
Mr C Stone	-	Co-opted Governor
Mr A Robertson	-	LA Governor
Mrs C Cessford	-	Foundation Governor
Mrs H Cuddy	-	Headteacher

In Attendance

Mrs L Richardson	-	Clerk
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1. Welcome & Apologies

- Mrs R Hattersley – Parent Governor - attending parents evening
- Ms S Wolff – Staff Governor - Attending a presentation
- Mr R Mason – Parent Governor – Work commitments
- Mrs A Carville – Co-opted Governor – illness
- Mr D Holmes – Foundation Governor – unaware of meeting

Governors accept apologies

2. Confidentiality & Declaration of Business Interests

- Confidentiality reiterated
- No new declarations of business interests

3. Any other business to be agreed

- Safeguarding email – Governors are asked to send confirmation to Headteacher when they have read information
- After School Club
- FMS Officer
- Website – no information received

4. Minutes of meeting held on 23rd May 2016

Governors agree that the minutes of the meeting of the Health & Safety/Curriculum Committee held on 23rd May 2016 be signed by Chair as a correct record

5. Governor Action Log

17. Mrs Hattersley & Mr Robertson to complete on line Prevent training as soon as possible.
43. Fencing quotes received. Item Closed

49. Near Miss reporting – currently use LA forms

Q – What do we do with this information?

A – Put interventions in place and check for trends. There should be more near misses than actual accidents

Q – What would be classed as a near miss?

A – For example a shelf falling down but no-one hurt

H & S included on staff meeting agendas. We are very pro-active and many of the problems are rectified before they get chance of being reported. Mr Jones is to review accident and near miss books termly, he will then report to Governors. Item Closed

52. Mr Jones has conducted a mini H & S visit with Mrs Marnier, another visit will take place in Spring Term and issues identified will be reported to Governors. Item Closed

6. Confidential minutes of meeting held on 23rd May 2016 & matters arising

Governors agree that the confidential minutes of the meeting of the Health & Safety/Curriculum Committee held on 23rd May 2016 be signed by Chair as a correct record

Matters Arising

- **Q – Do Ofsted read confidential minutes?**

A – They can't ask for them, but if you choose you could show them to the inspector

- **Q – What does GLD stand for?**

A – Good Level of Development

7. Pyramid Headteacher feedback

- The feedback was positive
- We are a different type of school compared to the ones in Doncaster, they have higher PP & PANs
- They were impressed with our great team, creative curriculum and our differentiation

Areas of Development

- Children need to edit their work – we have had a big push on this recently and are now more confident in what we are doing
- More children's work needs to be displayed on learning walls
- Staff were nervous having 5 headteachers observing them
- Expectations – this is now developing well
- 1:1 teaching was questioned but EDA for the school commented on this being a strength of the school.
- Training for TAs to give them a clearer idea of planning
- **Q – Believe in the children that they can do more, higher expectations for the whole school, does this refer to anything in particular?**
- **A – EYFS children had only been in school for 5 weeks when visit took place, and initial step up from KS1 to KS2 has huge expectations**
- Headteacher told them about area of development in security around school

- Overall observations were the same as Headteacher had already identified

- **Q – Do teachers see this report?**

A – Yes

Q – Could it be that the pace of the observed lessons were the speed they

needed to be on the day?

A – Yes

- Headteacher will continue to maintain this partnership and will work with 2 other headteachers to interview subject leads so we can develop this area
- We will be taking part in North Star challenge review in February, this will be a full day and will be a similar format to this review

Q – Will we receive a report from that review too?

A – Yes

8. Headteacher's report/SDP

- Parents will receive children's target sheets
- Headteacher to review how information can be split into general and child specific
- Mastery is developing
- We have more children on the More Able & Talented register within school, discussions are taking place with teachers who have fewer children on the register

Q – Is SPAG a weaker area of learning within our school?

A – We monitor Maths, Reading & Writing and track SPAG, but there is limited assessment available for SPAG. We initiate interventions for children who are not progressing for all areas

- Year 3 – 6 boys are not achieving the same as girls, whereas EYFS – Year 2 boys are the same as the girls or the girls are not achieving as well. Nationally boys do not achieve as well as girls. Last year Y6 boys bucked the trend and achieved better than the girls
- Development of mastery & challenge within maths & SPAG homework is already making a difference
- There is to be a change in teaching spelling. Lions class will concentrate on definition and vocabulary, Dolphins - fluency, Eagles - specific spellings and identifying spellings that are wrong in their work and Starfish will concentrate on work around flash cards

Q – Is this for the children rather than the levels needed?

A – Yes, it is in respect of 'all about me'. It is more bespoke now for each year group, such as Y5 children need to understand what they are reading in readiness of SATS tests, which is a hard paper with the equivalent reading age being 14

- New homework supports reading. Since change of reading scheme, progress has increased. If children read 5 nights per week they receive a prize

Q – How are we helping parents understand these new levels of expectation?

A – explanations are in the children's books

- We aim to see first quality teaching in all classes
- TAs are currently receiving training so they can be deployed well.

Q – Is this training included in budget?

A – We are using North Star training. We have a duty to ensure that they are trained well

Q – How does Ofsted view role of TA?

A – The role of the TA needs to be seen as a teaching aid to support learning further. TAs are given their own targets during their appraisal meeting, this is always related to teacher targets

- ***See confidential minutes***

Current data

- Autumn 16 column shows current data. Current Y2 expectations – expected or above Reading = 85%, Writing = 69%, SPAG = 69%, Maths = 77%.

See confidential minutes

Q – What does it mean by mobile pupils?

A – These are children who move in and out of school

Predicted progress in reading and writing are both positive numbers, 0 is expected; Maths we currently predict -0.69.

- Y5 Reading – 75% (FFTD prediction is 50%) therefore we can see lots of progress
- Y5 Writing – 58% (FFTD prediction is 50%) this could be due to harsh marking
- Y5 Maths – 58% (FFTD prediction is 58%)

Q – Is this a timing issue?

A – Yes it is low due to coverage

- Y4 Reading – 75% (FFTD prediction is 70%)
- Y4 Writing – 70% (FFTD prediction is national 79%)
- Y4 maths – 75% (FFTD prediction is 73%)
- Y4 SPAG – 80% (FFTD prediction is 83%) Lots of work has been done for SPAG and it is now starting to show the impact of this

See confidential minutes

- Y2 – additional support was given last year and will continue this year
- Phonics – above national
- Vulnerable children – Mrs Cessford is to meet with Ms Wolff this week to discuss this group of children.
Headteacher tracks all areas.
FMS children will receive interventions where required
PP money is used for 1:1 tuition and intervention groups. Details can be seen in the Headteacher's report
- Booster groups are now given to children across the school rather than only when children reach Y6 as it is then too late

9. Data update

- Already discussed under previous agenda item

10. Governor visits/monitoring

- Governor visit reports sent to all Governors
- Mr Robertson has reviewed the community room lease.

See confidential minutes

LA still have not contacted Headteacher. All facts need to be known before another meeting with committee is arranged. Mr Storey & Mr Holmes to represent the FGB at that meeting. **See confidential minutes.** Mr Storey to send a copy of constitution to Headteacher

- Mr Robertson visited school and found the children enthusiastic and happy. Sumdog was popular with its challenges
- Mrs Thornley & Mrs Cessford also visits school recently and were surprised at the high level of work being completed. Children were well behaved and staff were happy to have visitors in class
- Maths scheme has been changed to 'White Rose' which includes strategy and deeper thinking

Q – When did this change?

A – June last year

Q – How long was it expected to take before impact could be seen?

A – With immediate effect – expectations and data are now improving

Q – will there be a workshop for parents?

A – We are considering swivel camera which can film teaching as the teacher wears a tag and the camera follows the tag, this film can then be uploaded

onto the school website for parents to view

Q – Will this cause an issue in respect of children who are not allowed to be photographed or filmed?

A – No as it will only be used with groups so we can monitor who is filmed

Q – Do we intent to use social media more?

A – Facebook is difficult to monitor so would not be considered

- Mrs Rawson visited Lions Class, behaviour was good. They were re-writing some work, she found that there was a big difference in how far along different children were with the work as some children were only on their first draft whereas others were on their final write up. She questioned this on the day and was informed that all children were still given the opportunity to re-write

11. Funding and finance

- Financial forecast shows in year deficits 2017/18 & 2018/19

Q – How will this be covered?

A – We still have good carry forward figures for those years, there is now a trend for using our carry forward figure against in year deficits

- Appointed TA for Starfish has now been replaced
- Future LA funding is unclear and we are unable to forecast pupil numbers accurately, so the forecast is based on a worst case scenario
- **Q – How many people have signed up to the school lottery?**
A – 34 so far, this gives school approximately £450 per year. 50 is the figure we are aiming for.

Governor suggests that we inform parents of how many have signed up so far and how much that means for the school. Information also to be included in village magazine

- Revised budget approved
- FMS Officer visiting school on morning of 17th January 2017, Mrs Hattersley & Mr Mason to meet with her, other governors welcome to attend as we need to consider succession planning for finance as Mrs Hattersley's term of office ends February 2018
- Headteacher to discuss more information on whiteboard animation with Mr Storey

12. Health & Safety (general)

- Fingerguard to be fitted on a door – Mr Jones offers to fit it

Mr Stone leaves meeting at 7.50pm

13. Safeguarding audit

- Copy sent to Governors prior to meeting
- To be approved and submitted before March 2017. To be included on next meeting agenda

14. Any other business agreed at beginning of meeting

After School Club

- We received approx. £3.5K from rental for after school provisions
- Only 2 parental questionnaires returned asked for additional provision. We received 31 responses out of 60 families
- **See confidential minutes**
- To establish our own after school provision may not be profitable but may attract more families in the future

Q – Do existing provisions include nursery children?

A – Coach Clayton does not take nursery children

- **See confidential minutes**
- Work on ceiling has now been completed

Q – Any issues re: youth club

A – None – we are still waiting for roof tile to be clamped down

Q – Who is responsible for cleaning hall out of hours?

A – School. Sometimes the hall is not left in reasonable condition after parties.

Governor suggests a deposit be taken at booking and only returned if room left in good condition, we also need to ensure that sweeping brushes are available for use by people renting room

- FMS Officer – discussed during agenda item 11
- Website – personal information from governors to be received by 16th December

Meeting closed at 8.00pm