

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

**Minutes of Curriculum Committee Meeting held on  
Wednesday 22<sup>nd</sup> March 2017 at 6.00pm**

**Present**

Mrs L Thornley	-	Parent Governor
Mr M Storey	-	Parent Governor
Mrs R Hattersley	-	Parent Governor
Mr R Mason	-	Parent Governor
Mrs R Rawson	-	Co-opted Governor
Mr T Jones	-	Co-opted Governor
Mr C Stone	-	Co-opted Governor
Mrs A Carville	-	Co-opted Governor
Mr A Robertson	-	LA Governor
Mrs C Cessford	-	Foundation Governor
Mr D Holmes	-	Foundation Governor
Ms S Wolff	-	Staff Governor
Mrs H Cuddy	-	Headteacher

**In Attendance**

Mrs L Richardson - Clerk

**1. Welcome & Apologies**

- None

**2. Confidentiality & Declaration of Business Interests**

- Confidentiality reiterated
- No new declarations of business interests

**3. Any other business to be agreed**

- North Star alliance
- Action Plan
- Catch up finance session
- Staffing for next year
- After school club

**4. Minutes of meeting held on 7<sup>th</sup> December 2016**

**Governors agree that the minutes of the meeting of the Curriculum Committee held on 7<sup>th</sup> December 2016 be signed by Chair as a correct record**

**5. Governor Action Log**

2015/16

17. Mrs Hattersley still to send her certificate for safeguarding training to school

2016/17

4. Mr Stone to send confirmation he has read safeguarding email urgently
5. No assessment data available re: vulnerable children until this week, so meeting between Mrs Cessford & Ms Wolff still to be arranged
6. Copy of constitution re: development group still not found. Mr Stone to have a final look
7. Mr Mason was unavailable to attend meeting with FMS Officer as it was brought forward. Item Closed
8. Headteacher still to talk to Mr Storey about whiteboard animation
9. Fingerguard fitted by Mr Holmes. Item Closed
11. Personal information for school website still required from: Mrs Hattersley, Mr Stone, Mr Holmes & Mr Storey

#### **6. Confidential minutes of meeting held on 7<sup>th</sup> December 2016 & matters arising**

- Item 14 amended to read Currently we charge £15 for Hall Hire

**Governors agree that the confidential minutes of the meeting of the Curriculum Committee held on 7<sup>th</sup> December 2016 be signed by Chair as a correct record**

#### **Matters Arising**

- None

#### **7. Approval of SFVS**

- Copy of SFVS sent to Governors prior to meeting
- SFVS agreed

#### **8. Headteacher's report/SDP**

- Research in respect of interventions has taken lots of time and effort

#### **Data**

- **See confidential minutes**
- **Q – What does the purple highlight mean?**  
**A – This is above national**
- **Q – Is the 2015 & 2016 data the actual SATs results?**  
**A – Yes, 2017 is predicted data**
- **See confidential minutes**
- Currently 50% of children are at expected level in reading and writing plus 62% in Writing and SPAG.
- **Q – Is the testing easier this year?**  
**A – What was a 2B at end of KS1 is no longer equivalent to a 2B but much higher**  
**Q – Do all schools have the elevated level?**  
**A – Yes**  
**Q – Is this the most recent data?**  
**A – Yes**
- Y2 figures are the same as at the last curriculum meeting
- Y5 reading data is now higher than previous meeting  
**Q – Is school happy with this progress in reading?**  
**A – Yes, some Y5 children are reaching 100 on test papers and there is still a year to go before they sit the actual tests**  
Writing = 73%, maths 64% and SPAG 73%. We are on track but are pushing maths  
**Q – is this data better than last year?**

**A – Yes, although times tables are a current issue**

- Any year 6 children with any issues is having additional tuition
- There is still a gap between writing & maths, children are struggling with maths, it needed to be embedded earlier. Y3 & Y4 are moving forward with speed

**Q – Could we push times tables with parents?**

**A – Teachers discuss times table with parents, we could try and get parents more involved and advise them on how to do it.**

By end of Y4 children should have learned their times tables.

- **Q – Are the expectations shared with parents?**

**A – They are included on the non-negotiables given to parents during parents evening**

**Q – What times tables should governors see during visits?**

**A – Displays, practicing, some do times tables whilst taking register and lots of times table based problems**

- Year 4 - FFT5 slightly higher. Lots of progress still to be made, but data looking better

**Q – FFT was lower according to minutes from last curriculum meeting why is that?**

**A – It changes depending on how often data given**

**Q – Reading was 75% now it is only 70% why?**

**A – Difficulty of test has been factored in**

**Q – Has our current assessment data been moderated?**

**A – Yes**

- Year 3 – Children have settled well into the new Y3 curriculum and are making massive progress. FFT5 is what we are aspiring to achieve
- Year 2 – Children have made massive progress since last year and are above national in Reading, Writing & Maths. SPAG not tested last year and will not be tested again this year
- Year 2 Phonics – We are hoping for 100% with 3 children being retested
- Year 1 – We are hoping this data will be higher by the end of the school year
- Year 1 Phonics – we are hoping for 92%
- EYFS – GLD we are now expected 84% **see confidential minutes**
- Nursery – we now have 11 children in this class with 3 children in pre-nursery. We are expecting 100%

**Q – is this due to having early provision?**

**A – It helps having parental engagement early.**

They have the core areas ticked and therefore are ready to learn in September

- 30 hours free funded – children can be with Mrs Beck every morning and with us every afternoon if they qualify for the new funding

**Q – How many?**

**A – Our busiest days are Monday & Friday with 10 children, other days vary**

- Data can now be split into boys/girls/SEN/FSM/Summer born & MAT
- MAT is difficult to identify in younger children. We track them before putting them on MAT

**Q – Do any children suffer by not being put on the MAT?**

**A – No, we put them on it when we feel it is right to do so**

- Data for vulnerable children split into various groups, used for PPMs, shared with governors

**Q – Is there any trends?**

**A – Y2,3, 4, 5 & 6 Boys are a concern, but Y1 it is girls. When reviewing data we need to take into consideration number in cohort.**

**Q – It is common across school that boys are a concern? Are they behind because they are younger?**

**A – Yes but we aim to address this.**

Y6 are a boy heavy year group

**Q – What is school doing to narrow the gap between boys and girls?**

**A – When planning we include a way to engage boys further. We also try to include subjects in curriculum that appeal to boys more, but we need to be careful not to push the girls out. We have intervention groups specifically for boys including nurture/pastoral groups. Last year we included a Star Wars topic.**

Governors need to think about this when they visit school and ask these questions to the teachers. We do not have enough role models within school. Governors to consider what can be done about this but with consideration to DBS checks and the cost they incur. Male governors could visit more as they already have a DBS check.

**Q – We could use our buddy system and have Y6 support the younger children and read with them. Have you heard of the reading stars scheme?**

**A – No.**

Mr Jones to find out more details.

## **9. Data update**

- Discussed as part of Headteacher's report

## **10. Parents evening feedback**

- We no longer use weekly learning logs, we now have homework books which relate to maths & SPAG.

Marking homework books take time and is an issue with staff

**Q – If the work is worth doing then surely the work needs to be marked to see where the children are going wrong?**

**A – There is a mark scheme at the back of the books so children can mark their own work. This is work that is an extension to the work already done in class so is more like practice or consolidation and relies on parental support**

**Q – What is the aim we want to achieve with the homework books?**

**A – To ensure parents know what the higher expectations are and setting a learning culture**

- **Q – Are we still stretching the children?**

**A – Yes, particularly Y6. Headteacher to check that more able children are receiving additional homework**

Year 6 won't receive this type of homework after SATs but they will receive a more research type of homework

## **11. Discuss the Ofsted criteria and where we are currently**

- Governor training to up skill their knowledge has been included in governor action log
- Governors need to look at data prior to meeting and have a list of questions ready to ask Headteacher. Governors need to actively look at data dashboard and compare information with other schools data dashboards. Mr Jones to send a copy of DDB to governors. Governors need to know our data and question how they know it is correct
- Governors to meet to discuss items on action plan
- Governors are asked to let Headteacher know if there are any questions they would like including on next Parent Questionnaire

**Q – How many responses did we have this time?**

**A – 27, that is more than half the families**

### Challenge review

- We already knew the areas that have been highlighted
- Mastery in maths – Headteacher has an issue with this and wants to know more information about what they saw for them to make their comment
- Next step marking may not have been evident across all subjects but we are already working on this
- SMSC – school has ordered additional crosses and are working on an interactive RE area
- British Values – Headteacher felt that the comment was not fair and direct Governors to the list of things taught in school

**Q – You are teaching British Values but do children understand what it means?**

**A – Children know what they are doing. A display will be put up and children will be asked to add to it**

- The review was conducted by 2 other headteachers and was positive
- We need to show progression in our writing consistency
- **Q – Did you learn anything from this review?**
- **A – We had no ‘wows’ but had lots of growth mindset**
- Team teaching is taking place
- Ofsted is due at any time. We currently have not got the data in place for anything above a good grading, Headteacher is confident that we are good with some outstanding features and we should be aiming for outstanding within the next 3 years.
- MAT meeting with Pollington was attended by Headteacher & Chair of Governors
- Next year it will cost £750 to continue to be part of North Star Alliance. This includes Headteacher meetings, challenge review, network meetings and good support for the Headteacher. Any other training could be purchased at a reduced rate

**Q – Is this included in the budget?**

**A – Yes**

Governors agree to continue being part of North Star Alliance for a further year

**Q – When we have another challenge review, would there be an opportunity for governors to visit school and observe the review?**

**A – As our Headteacher doesn’t walk around with the reviewers it may not be appropriate for governors to take part**

- Headteacher to resend questions for Ofsted visit to governors. Lines of enquiry included at end of Headteacher’s report

### 12. Governor visits/monitoring

- Mrs Thornley, Mr Stone & Mr Holmes have all visited school recently

### 13. Health & Safety (general)

- None

### 14. Any other business agreed at beginning of meeting

#### North Star alliance

- Discussed earlier in meeting

Action Plan

- Governors asked to email any changes to Mrs Rawson

Catch up finance session

- Finance training to take place on 24<sup>th</sup> May before or after next finance meeting if agenda is kept light. Mrs Hattersley to email governors to confirm a time. Handout from her course to also be emailed to governors

Staffing for next year

- **See confidential minutes**

After school club

- **See confidential minutes**

Ms Wolff, Mrs Hattersley, Mrs Carville, Mr Holmes, Mrs Cessford, Mr Storey & Mr Stone leave the meeting at 8.15pm

- **See confidential minutes Part C**

Meeting closed at 9.00pm