Kirk Smeaton Church of England Primary School

Governing Body

Minutes of Curriculum Committee Meeting held on

Wednesday 29th November 2017 at 6.00pm

Present

Mrs L Thornley - Parent Governor

Mrs R Hattersley - Parent Governor (arrived at 6.20pm)

Mrs R Rawson - Co-opted Governor

Mrs A Carville - Co-opted Governor

Mr A Robertson - LA Governor

Mrs C Cessford - Foundation Governor

Mrs H Cuddy - Headteacher

In Attendance

Mrs L Richardson - Clerk

**1.Welcome & Apologies**

Mr T Jones - Co-opted Governor – work commitments

Mr R Mason - Parent Governor – work commitments

Mrs K Wilkinson - Staff Governor – family commitments

**Governors accept apologies**

Non Attendance

Mr C Stone - Co-opted Governor

Mr M Storey - Parent Governor

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

* Confidentiality reiterated
* No new declarations of business interests

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

* Office cover
* Parents evening responses
* Pupil numbers & staffing

**4. Minutes of meeting held on 3rd July 2017**

**Governors agree that the minutes of the meeting of the Health & Safety/Curriculum Committee held on 3rd July 2017 be signed by Chair as a correct record**

**5. Governor Action Log**

17. Mrs Hattersley has completed the safeguarding training. Item Closed

**2016/17**

4. Mr Stone has confirmed he has read safeguarding email. Item Closed

5. Mrs Cessford has visited school to discuss vulnerable children. Item Closed

6. No further issues have arisen re: Development group. Headteacher no longer involved in group. Item Closed.

***Q – Do we still have a link with group?***

***A – Not sure, will check whether Mr Storey is still a member of group.***

8. No further information re: whiteboard animation. Item Closed

18. Data discussed on many occasions. Item Closed

22. Some Governors are struggling to access all information on one drive. Governors agree to continue and review again at a later date. Clerk to send screen shot of instructions to Mrs Cessford. Item Closed

23. No further issues of children playing on school site out of hours and causing damage. We have applied for funding for the fitness park and have included community use therefore the site needs to be available for community to use. School to monitor situation. Item Closed.

24. Still awaiting fixed electrical installation testing by NYCC. This is for the electrical infrastructure.

Mrs Hattersley arrives at 6.20pm

**6. Confidential minutes of meeting held on 3rd July 2017 & matters arising**

**Governors agree that the confidential minutes of the meeting of the Health & Safety/Curriculum Committee held on 3rd July 2017 be signed by Chair as a correct record**

Matters Arising

***See confidential minutes***

* A couple of ceiling tiles have been knocked out of place, they need putting back in place, but do not currently pose a H & S issue

**7. Headteacher’s report/SDP**

* Due to moderation 2 children were given a lower mark. We are now below expectations in writing. The way moderation is done has changed and now best fit is used
* It is difficult to monitor spelling
* Lots of training has taken place
* Homework is discussed with staff constantly. All teachers to use mastery & challenge, this will be reviewed
* Some meetings have taken place between Governors & subject leaders, these have proved to be positive
* We are looking at what can be put in place for children who are struggling, girls as well as boys
* Having a more resilient attitude has made a big impact and we are moving forward
* Depth of learning tracker used last year is not in line with national. We are now using Rising Stars with Norton Junior School supporting us.

***Q – Do we have assessment weeks?***

***A – We are continuously assessing the children and have deadlines for data to be collected***

* Current Year 6 expectations are already 82% expected in reading (national 71%) and 36% exceeding (national 19%), therefore these are already highlighted green
* We consider FFTD5 which is most aspirational targets
* Predicted progress is 3.7, at end of KS2 last year we were at 1.6. Anything above zero is better than national
* Last year’s data showed poor attainment but progress was better. Current Y6 attainment looks better and progress is also getting better

***Q – Maths progress doesn’t look as rapid is that correct?***

***A – Last year’s cohort was poor in maths, there were gaps in learning and the children had little confidence. Maths results were poor with 45% of children reaching expected level whereas we had 60% of children reaching expected level in reading.*** Teachers are working very hard. We could track these children back to Y4 which shows that their depth of learning was not at national standard & some children have left. Headteacher was not in post at that time so is unsure what measures were put in place

***Q – Are actions being taken now for the current children?***

***A – Yes. It was also the time when the curriculum changed.***

* We now use White Rose scheme for maths. TAs have received training. We have booster groups after school and this year we have included Year 5 children, there are 18 sessions with a full time teacher and 9 sessions with part time teachers

***See confidential minutes***

Our teachers are doing a brilliant job and are pushing the children with the hope for more to exceed national expectations.

***Q – Are these predictions based on recent assessments?***

***A – Yes***

* Y5 reading looks the same as FFTD. We have had many changes with children leaving and others arriving. It is a big cohort with good expectations. ***See confidential minutes***
* Y4 has experienced teachers.

***Q – There are bigger gaps in this year group between predictions and FFTD is that correct?***

***A – Yes, although Maths is on track, this could be due to the subject needs to be instilled before the teacher gives exceeding.***

* Y3 No FFTD available. Writing data looks higher than that of end of KS1. Exceeding in writing is a current concern for this cohort.
* Y2 is a positive picture.

***Q – Is the NQT teacher getting extra help?***

***A – Yes***

February data will be interesting for this cohort

* Y1 moderation has taken place and writing at our school is better than the other schools we moderated against. These children are to complete Y2 SATs papers. This cohort was not a high achieving cohort last year
* Pre-nursery & nursery will have 10 children after Christmas and a further 10 after Easter, these children do not attend every day. No data available for nursery children as only 5 currently, 2 of which came from our pre-nursery, but 4 of the children are on track to pass GLD the other child is new and still settling in. Pre nursery children have not yet started.

Pre-nursery children have grey books which have pictures and progressing in nursery to books with a few words

* Data dashboard was sent out to Governors prior to meeting. ASP training has been completed by some Governors and this information will be discussed at next Curriculum meeting.

**8. Data update**

* Included in Headteacher’s report

**9. Governor visits/monitoring**

* Mrs Cessford conducted a class visit plus assessment & vulnerability visit
* Mrs Rawson conducted more able/talented, growth mindset, MAT overview & class visits
* Mrs Carville conducted Maths & EYFS visits
* Mrs Thornley conducted Literacy & class visits
* Mr Mason conducted a finance visit
* Mr Jones conducted a H & S visits
* Maths visit to be arranged to verify information given from Headteacher including discussing action plan & reviewing data

**10. Health & Safety**

* An issue has been raised when children attending after school club are in the music room. When the door is locked there is no access for parents if collecting their children before end of club.

***Q – Could a mobile door bell be made available?***

***A – It may be possible for a portable phone to be used***

Numbers are growing and we are starting to make a slight profit.

* Quotes are being obtained to install additional external lighting
* Parking at drop off & pick up times are still an issue with dangerous parking by parents at times. Suggestion made that we ask Council to add double yellow lines opposite school gates. School has reported the problem previously.

***Q – Could we set up a walking bus?***

***A – This would require more staff than we would have available.***

Governor asks that school contact highways to review the situation, also to ask local bus company to complain to highways department.

Getting the children involved in encouraging parents to park sensibly could be linked with British Values.

Mrs Cessford & Mrs Carville leave meeting at 7.25pm

**11. Share FFTD & raise data with the governors**

* Discussed earlier in meeting

**12. HT cover**

* ***See confidential minutes***

**13. Safeguarding audit**

* Headteacher to check emails to confirm that this is not required to be completed this year

**14. Safeguarding Policy for 2017**

* Copy sent to Governors, yellow highlights show NYCC changes
* Governors to email Headteacher with any comments/issues

**15. Safeguarding guidance for governors**

* NGA copy sent to Governors to read

**16. Any other business agreed at beginning of meeting**

Office cover

* Appointment made to cover maternity leave in office to officially start 29th January, but she will work alongside Mrs Maltby mornings only starting 8th January

Parents evening responses

* Responses were positive

Pupil numbers & staffing

* Next year we will have the following number of children in each class

30 x Eagles, 25 x Lions, 28 x Dolphins & 24 x Starfish

***Q – Is there a maximum number of children for KS2 classes?***

***A – No***

Streaming children re: age is much harder than streaming re: ability. There is a potential

that we put 3 classes together. Having an additional part time teacher would not be viable

financially. This matter will be revisted if numbers continue to fall.

After consideration governors agree that there should be a maximum number of 30 children

In each class

* We have falling numbers in our 3 year forecast
* Current Y4 has a high level of needs. We have 1 x GTA & 1 x TA (SEN) each morning in this class

***Q – Will we keep this staffing the same?***

***A – Yes***

* The child in Y5 who requires a EHCP currently has no funding

Meeting closed at 7.50pm