## Minutes of the Curriculum Committee of Kirk Smeaton CE Primary School held on Wednesday 14<sup>th</sup> December 2022 at 5.00pm, via Microsoft Teams

## **Present**

Peter Hudson (PH) Chair - Co-opted Governor (from item 8)

Rebecca Rawson (RR) Foundation Governor (from item 8)

Hannah Cuddy (HC) Headteacher

Carol Cessford (CC) Foundation Governor

Sadie Sheen (SS)
Harvie Palmer (HP)
Mark Suanzabar (MS)
Staff Governor
Co-opted Governor
Parent Governor

In attendance:

Laura Waites (LW) NYCC Clerk

Not present:

Alex Henderson (AH) Co-opted Governor

## Colour coding Key - Highlighting Governor Core Functions

Red – Strategy Challenge/question

Blue – Approval/Decision taken

Green – Performance Challenge/Question

Purple – Financial Challenge/Question

No	Item/Details	Action
1.1222	Welcome and apologies	
	The meeting started at 5pm. The headteacher opened the meeting.	
	Apologies for absence and to determine whether any absences should be consented to	
	Apologies were received and accepted from: AH	
	PH and RR had emailed that they may be late joining the meeting.	
2.1222	Appointment of Chair of the committee Governors agreed that PH be appointed as Chair of the curriculum committee. The headteacher chaired the meeting until PH was present.	
3.1222	Declaration of interests, pecuniary or non-pecuniary.	
	All governors confirmed that they had no additional declarations to note for any	
	item on the board agenda.	
4.1222	Confidential Agenda Items	
	Governors were reminded of the confidential nature of the meeting and that other	
	people's views should be respected. There were no items that were to be	
	confidential and excluded from the main minutes.	
5.1222	Notification of urgent other business	
0.4000	It was agreed that school meals be covered as AOB.	
6.1222	Minutes of the meeting held on 4 July 2022.	
	The Board confirmed the minutes of the meeting of 4 July 2022, circulated in	
	advance of the meeting, were an accurate record of events and they were approved.	
	The Board confirmed the confidential minutes of the meeting of 4 July 2022,	
	circulated on screen, were an accurate record of events and they were approved.	
	Note – approved minutes become a public document and can be shared on the school website. Confidential minutes are not shared publicly and must be stored	
	separately.	
7.1122	Matters arising from the minutes	

No	Item/Details	Action
	Governors noted progress on actions arising from the minutes.	
	An action log is to be produced in future.	Clerk
	The headteacher confirmed all papers are now circulated on sharepoint and	Govs
	governors are to advise if they have any issues accessing the drive.	
	There were no additional points raised.	
8.1222	Report from the Headteacher - to receive and ask questions	
	The committee confirmed they had all received the summary SEF sheet and read it in advance of the meeting. Governors reviewed the SEF document and the headteacher confirmed that the school is judging itself to be good in all areas.	
	The headteacher responded to governor challenge on the SEF: Q – The document shared with governors does not have the colour coding that the version on screen has A – HP confirmed SharePoint does cause some reformatting of documents so will	
	need to be checked for any issues	
	There were no further questions on the SEF.	
	PH and RR joined the meeting. PH took the chair.	
	The committee confirmed they had all received the report from the headteacher and read it in advance of the meeting. Governors reviewed the SDP areas for curriculum and personal development / Ofsted and SIAMS / additional funding / behaviour and attitudes / pupil progress updates.  The headteacher went through the SDP areas for curriculum and personal	
	development in detail and confirmed focus areas, progress made, gave examples of practice in class including good practice / catch-up / support / interventions, covered cohort make-up and referred to the latest pupil assessment data for the term.	
	The headteacher confirmed that monitoring is done half termly and with rural schools in North Yorkshire and the school undertakes pupil progress meetings. Standardised moderation is used to allow LA and national level review of expectations across the board. The headteacher confirmed how the school uses Fischer Family Trust data and described the levels of aspirational targets – the school uses FFT 5 which is the most aspirational target. It was noted that the headteacher will share details of all monitoring weeks with governors.  Areas of curriculum development were covered in detail, including details of a new	
	scheme for PHSE (Twinkl) which parents are to be consulted on; the new SIAMS framework under review in RE and the availability of training on SIAMS for governors through the Diocese website.  The headteacher confirmed the school was expecting an Ofsted inspection in the next term.	
	The headteacher covered work being done on personal development, including the healthy body healthy mind initiative and feedback from stakeholders incl pupil voice.	
	Additional funding updates were given for use of sports and pupil premium funding and the Covid catch up grant.	
	Behaviour and attitudes assessment data was covered in detail and the current November pupil progress data by subject and by class. The headteacher confirmed that an update will be given to governors in February 2023. The data for each year group was presented in detail including areas where more support	
	for each year group was presented in detail including areas where more support was needed were discussed with governors, for example in Y2 and Y3 and the work being done to improve low grades.	

	The headteacher invited questions from the board on their report	
	Governor challenge  Q Regarding the assessment data – where we currently seem to be at is quite below the target - is it too aspirational?  A The headteacher will look at FFT 20 to determine if a different aspiration level would be more relevant to the school following analysis of next term's data. It was noted that it can be useful to have the very aspirational targets to focus staff on next steps. The Headteacher gave examples of how the aspirational data is used	Head
	Governors noted there are good reasons why the aspirational targets are picked and that here are other targets.	
	Q Is there anything that could help us further to help achieve the aspirational target by use of funding?  A The headteacher will review this. The headteacher has looked at the whole school data with CC/AH and it was noted 40% of children are summer born, and 35% are SEN children, which is high compared to nationally. Funding may be available from ECHPs which are currently being written to enable appointment of more staff, however it was noted that it would not be possible to get another TA appointed in time for Y6 now.	
	Q Governors queried the targets from a wellbeing point of view.  A The headteacher confirmed that they have been discussed with staff and that performance is reviewed in pupil progress meetings and performance appraisals.	
	It was noted that improvements should be seen in assessment in March 2023 compared to November and governors noted that a difference in learning and developing has been seen.	
	Q In Y2, why is it lower this year than last year?  A The headteacher confirmed that Y1 was assessed at a different level and the difference is due to 1 child. It was noted in reception, 14 children are predicted to achieve a good level of development (GLD) which is 64% of the cohort – a lot of work is being done to get children to age related expectations; there are several SEN / referrals in the class and 8 summer born, which makes a difference in reception.	
	Q Have you heard what other schools have with these cohorts? A The headteacher advised that a lot of schools are saying children coming into Y2 and Y3 have needs e.g. speech and referrals for sitting and listening.	
	Q Ofsted- where we are currently? A The headteacher referred to the Ofsted document which had been shared with the committee and advised anything in Blue is what the school is already doing and anything in Red is what needs to be done. The school does deep dives and has monitoring weeks and the headteacher will share information with governors for discussion when they meet with subject leaders. The headteacher also covered work done with the school council / parish council.	Head
_	The Chair thanked the headteacher for the report and updates.	
9.1222	Academisation and federation  The Chair confirmed that several academisation options were currently under review by the governing body. The headteacher is in conversation with a number of schools and academies. Federation has been reviewed in the past and may be	

-	<ul> <li>an option. Leger is also an option. It was noted that initial feedback from the Diocese was that it did not wish the school to academise with non-church schools.</li> <li>The committee discussed the options an agreed that the governing body needed to be clear what was right for the school, what the ideal scenario would be and what the alternative options would be.</li> <li>It was agreed that: <ul> <li>A focussed conversation be held with the Diocese including the reasons/benefits for the schools proposals</li> <li>Time be allocated at the next FGB (30 mins) to consider options</li> </ul> </li> </ul>	Chair/
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	<ul> <li>The Chair will produce a template e.g. a SWOT analysis of the options, to</li> </ul>	Clerk Chair
	share with governors and work on it in time for the next FGB meeting	
-	Partnership Agreement with Ledger The headteacher reported on progress with the partnership, noted good CPD and	
	feedback.	
	Meetings in school with external agencies	Heed
	The headteacher confirmed that there two advisor meeting had been held, one to	Head
	look at literacy and one to look at safeguarding.	
	The advisor reports are to be shared with governors.	
	Consultation parent questionnaire from Nov 22	
	The headteacher confirmed that details of consultation with parents undertaken in	
	November 2022 had been shared with all governors. CC had reviewed the	
	detailed feedback. Governors noted the feedback was very positive and that	
	internet safety came out strongly in terms of knowledge and support. An area to	
	review is what is meant by personal development and what it means for parents.	
	Staffing The headteacher confirmed details of staffing leavers and starters and noted there	
	The headteacher confirmed details of staffing leavers and starters and noted there were no issues.	
	Governor Action Plan	
	There was nothing to raise under this item.	
	Health and safety	
	There was nothing to raise under this item.	
	Governor visits/monitoring	
1	It was noted that PH, CC and RR have undertaken visits. PH is to circulate a monitoring visit report.	PH
	Policies	
	- Anti bullying policy and action plan.	
	- PHSE and RSE policy	
	The committee confirmed they had all received the above policies from the	
	headteacher and had reviewed them. There were no comments from	
	governors. The headteacher confirmed that the new PHSE scheme will go to	
	consultation with parents.	
	Safeguarding	
-	The committee confirmed they had all received the link to one minute guides	
	as follows and the headteacher went through them on screen briefly so all	
!	governors were aware of the key points:	
	MATE crime- https://www.safeguardingchildren.co.uk/professionals/one-minute-	
	guides/mate-crime-one-minute-guide/	
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No	Item/Details	Action
	Governors queried why evidence of mess in house was flagged in the MATE	
	crime briefing and it was noted this could be evidence of neglect if it was at an	
	unusual level.	
	County Lines, cross boarder and cuckooing	
	https://www.safeguardingchildren.co.uk/professionals/one-minute-guides/county-	
	lines-cross-border-gangs-cuckooing/	
	Governors queried if PCSOs had highlighted any local issues and it was noted	
	PCSOs work out of Selby so they are not local to the school and don't have strong	Head
	local links. The headteacher will raise the matter at a next HTs meeting as there	
19.1222	doesn't seem to be a clear line of communication with Doncaster area.	
19.1222	Vacancy of LA governor	
	The vacant LA governor position was discussed. It was agreed that:	
	The school will ask parents, via the newsletter, if there is any interest in the	Head
	position.	Tieau
	<ul> <li>A skills audit is to be carried out to identify any skills gaps the governing body</li> </ul>	Chair
	needs to address.	0.1.6.1.
	The clerk will contact the governance team to enquire if there are any potential	Clerk
	candidates on record.	
20.1222	Any other business to be agreed at beginning of meeting	
	It was noted that the LA had raised the cost of school dinners and the school	
	cannot afford to take the shortfall.	
	The proposal to increase the cost of meals by 50p to £3.31 was agreed.	
	The headteacher will send details from the LA about the reasons for the increase	
0.1.1000	out to parents including information on free school meals.	
21.1222	Date of next meeting	
	FGB – 16th January 2023, 7pm – to be changed to 5pm if the time works for	
	everyone and to be held at the school.  Finance – 6 <sup>th</sup> March 2023	
	Curriculum – 27 <sup>th</sup> March 2023	
	The Headteacher wished all a Happy Christmas	
	The meeting closed 18.31	