



## Meeting of the Curriculum Committee of Kirk Smeaton CE Primary School held in school on Wednesday 3<sup>rd</sup> July 2024 at 5pm

Present:	Role	Time attended (from 5:05pm unless stated otherwise)
Harvie Palmer (HP)	LA Governor	
Hannah Cuddy (HT)	Headteacher	
Carol Cessford (CC)	Foundation Governor	
Sadie Sheen (SS)	Staff Governor	[attending via Teams]
Mark Suaznabar (MS)	Parent Governor	
Christian Brooks (CB)	Co-opted Governor	
<b>Apologies:</b>		
(Chair) Peter Hudson (PH)	Co-opted Governor	
Kay Crossley (KC)	Parent Governor	
Rebecca Rawson (RR)	Foundation Governor	
Chris Smith (CS)	Co-opted Governor	
<b>In attendance:</b>		
Lydia Waites (LW)	NYC Clerk	

### Colour coding Key – Highlighting Governor Core Functions

- Red – Strategy Challenge/question
- Blue – Approval/Decision taken
- Green – Performance Challenge/Question
- Purple – Financial Challenge/Question

Item	Minute	Lead
1.0724	Welcome & Apologies HP opened the meeting and welcomed governors. Apologies from PH, RR, KC and CS (accepted).	
2.0724	Confidentiality & Declaration of Business Interests No declarations. Any confidential items will be minuted as such as they arise.	
3.0724	Housekeeping rules HP reiterated the housekeeping rules.	
4.0724	Any other business to be agreed  No other business.	
5.0724	To approve as a correct record the minutes of previous meeting Governors reviewed the minutes of the FGB meeting held on 19.03.24 and agreed these are a correct record.	
6.0724	Action log for curriculum It was established that the actions arising from the curriculum meeting will be addressed during this meeting.	
7.0724	Headteacher report - Curriculum	

A number of the quality of education actions are in green and embedded, and many are in the process of being embedded.

**Inclusion:** NYC have now provided schools with a SEND lead who can visit schools and meet with SENCOs. Staff have recently undertaken adaptive teaching training and THRIVE training, which they are beginning to implement.

Staff has been working closely with the Leger Driver groups throughout this process, the main driver groups have been Maths, Writing, SEND, EYFS, History and DT.

**EYFS:** KH has worked with the EYFS Leger Driver group to enhance the provision further and this has been really positive. KH has also accessed the activity training and this has had a positive impact too.

**Phonics and early reading:** The phonics scheme is being embedded and the next focus is on consistent phonics screening levels. Phonics scheme is supporting children who are working below ARE in reading at KS2 and the progress is clear at current Y4-6 students. HT gave the example of one pupil whose progress demonstrates that the new phonics scheme is working well. The data is looking good. KH will be leading phonics and early reading in Sept 24, HJ and KH will be working on a smooth transition.

**English:** English will be led by RB. Writing at KS1 has increased significantly at Expected and GDS level. Writing is an area of work for KS2 and as such, the school has adopted a new writing scheme (Pathways to write) which has a mixed-age plan. This will cost £2k. CPD and training will be provided to deliver the new pathway to write scheme for writing and deliver the new Twinkl spelling scheme.

**Maths:** HT will lead Maths next year as MH is leaving. This will be delivered using the new 2024 White Rose mixed planning scheme.

Q: Which plan do you use?

A: Plan B.

Q: When will this start?

A: In September.

**Science:** Sarah is remaining at the school and will continue with Science.

**PHSE and RE:** HT is also PSHE and RE lead next year. The RE scheme of work for North Yorkshire has changed and will be adopted in September 24.

**Collective worship:** Governors discussed the collective worship arrangements and the certificates that children receive during these sessions each Friday, with an emphasis on how best to communicate with parents about this.

**PE:** PE remains the same and the school will continue with Leger sports. This may change next year if the packages change.

**IT:** There are no changes to IT.

**Geography and History:** The History and Geography scheme has changed. Katie has done a lot of work on this. There is a new Music template which is in the process of being embedded.

- Personal development

HT shared a bespoke personal development poster for the school on screen and summarised this for governors. It was suggested to share with parents yearly.

The school is aiming to gain the platinum healthy schools award.

- Assessment

HT shared the circulated assessment data on screen and elucidated on this for governors.

Y6 data will be shared on 9<sup>th</sup> July 24, when the results are published.

Y5 data is looking around last year's national averages, it is a small cohort so every child takes a high %.

The current Y4 cohort is a weak cohort; they are a Covid year.

Y3 data ranges from higher to lower, this is a small cohort and SEN pupils will be leaving in July 24 and this will have an impact on the data next year.

Y2 are performing well and achieving above or in line with national figures for expected and GDS, which is positive and demonstrates the efficacy of the curriculum and new phonics scheme.

Y1 phonics data is positive and the data is looking positive for predictions for Y2 both with expected and GDS.

Reception data is higher than last year and around last year's national average.

HT compared the data to last year's national average and previous figures. There are two enquiries regarding KS2 data this year.

	These are focused around writing expected and GDS data for KS2.	
8.0724	Health and safety No update.	
9.0724	Safeguarding Governors are to read the Keeping Children Safe in Education document on The Key. HT made governors aware of an ongoing issue with WhatsApp use. A letter has been sent out to all parents and carers regarding parent behaviour policy and general kindness around school.	G O V S
10.0724	Sports funding Sports funding has been updated on the circulated HT report. HT outlined the updates made and shared the circulated business plan for the school's new goal posts on screen for governors to review and approve. <a href="#">Governors approved the AXO leisure quote (£7790) for the goal posts.</a>	
11.0724	Governor training and monitoring <i>Governor monitoring:</i> <ul style="list-style-type: none"> <li>- Christian; school trip – June 24</li> <li>- Carol with Starfish – June 24</li> <li>- Kay and Christian interviews – May 24</li> </ul> CB noted that the interviews and candidates were very positive and opined that RB will be good for the school. Governors discussed the lack of male applicants.  <i>External monitoring:</i> <ul style="list-style-type: none"> <li>- Mark Turner; curriculum</li> </ul> Mark Turner visited the school to address the curriculum, which was a positive visit. <ul style="list-style-type: none"> <li>- Leger mocksted</li> </ul> The mock Ofsted visit went well and was a positive experience. The curriculum development will have been complete in July, so the school will ensure that is fully embedded. HT will request another mocksted from Leger in December 24. <ul style="list-style-type: none"> <li>- New training log from Christian</li> </ul> HT shared the governor training log on screen and CB explained how governors can access this and log any training they have completed. The log lists all governor training that needs completing. CB to update the action log and add this to SharePoint for governors to use from September. LW to include 'Governor training and monitoring' as a standard agenda item so that this can be addressed in each meeting.	C B  L W
12.0724	Academisation and federation HT attended an academisation meeting recently. The upcoming election may affect the decision to academise, so Elaine's attendance at the meeting was postponed. Academisation meetings have been postponed until January 2025 following the election, when the school will have a clearer picture of what is happening.  HP suggested updating the school's website, which governors discussed. HT to gather quotes for a new website and share these in the next meeting.	H T
13.0724	Policies for review HT shared the new penalty notice letter (which will be shared with parents) on screen for governors to view. <a href="#">Governors ratified the circulated Attendance and Punctuality Policy.</a>	
14.0724	SharePoint HP to give a SharePoint demonstration prior to the upcoming Finance meeting on Teams, at 6:45pm. LW to communicate this to the board.	H P / L W
15.0724	Communication with parents No communications. Governors discussed how parents can be encouraged to communicate with the school and the best mode of communication for parents to use.	
16.0724	Any other business <a href="#">Governors agreed on 16.09.24 for the Headteacher's Performance Management.</a>	
17.0724	Date/s of next meeting/s <i>Next meeting:</i> <ul style="list-style-type: none"> <li>- Finance meeting: Tue 09.07.24 @ 7:15pm, via Teams</li> </ul>	

	<p><i>Next year's meetings:</i></p> <ul style="list-style-type: none"> <li>- FGB &amp; H&amp;S meetings: Wed 25.9.24 @ 5pm in school, Wed 15.1.25 @ 5pm in school, Wed 7.5.25 @ 7.15pm on TEAMS</li> <li>- Finance meetings via TEAMS: Wed 27.11.24 @7.15pm, Mon 3.3.25 @ 7.15pm, Tues 10.6.25 @ 7.15pm</li> <li>- Curriculum meetings via TEAMS: Tues 10.12.24 @ 7.15pm, Wed 19.3.25 @ 7.15pm, Wed 2.7.25 @ 5pm in school.</li> </ul>	
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Meeting closed 6:30pm.

**Actions of the Curriculum Committee Meeting held 3<sup>rd</sup> July 2024**

Item	Action	Lead
9.0724	Governors all need to read the Keeping Children Safe in Education on The Key.	Govs
11.0724	<ul style="list-style-type: none"> <li>▪ CB to update the action log and add this to SharePoint for governors to use from September.</li> <li>▪ 'Governor training and monitoring' to be a standard agenda item.</li> </ul>	CB LW
12.0724	HT to gather quotes for a new school website and share these in the next meeting.	HT
14.0724	HP to give a SharePoint demonstration prior to the upcoming Finance meeting on Teams, at 6:45pm. LW to communicate this to the board.	HP / LW

**Minutes produced by Lydia Waites – Clerk**

**Signed ..... (Chair) Date .....**