

Watcombe Primary School

Children and Curriculum Committee Meeting Thursday 25th April 2019 6pm

Present	Apologies	Absence, no apology
<u>Governors</u> Mrs Fiona Prior (Chair), Mrs Rachel Byford, Mrs Suzanne Beasley, Mrs Elly Stevens, Mrs S Colman, Mr Adam Morris (Headteacher)	Mrs Kelly Snell	
<u>In Attendance</u> Mrs A Fleet (Clerk)		

1. welcome and introductions

2. apologies for Absence and declaration of pecuniary interests

Apologies were received from Mrs Snell. Rachel Farrin has now resigned. There were no pecuniary interests to declare.

3. Notification of items for AOB

- September Admissions 2019
- Safeguarding Governor

4. Adoption of the minutes from 10/12/2018

There were no comments questions. The actions were reviewed.

1.	To complete a visit form from the Autumn terms learning walk	Completed
2.	Spring Learning walk date to be set	Initial date was cancelled- new date set for 14/06/2019.
3.	Spring and Summer SEND reports to be circulated	Carry over
4.	SEND link governor to look at the data for SEND children focusing specifically on what outcomes are realistic for them and report back to the data committee.	Carry over
5.	Review safeguarding changes in the safeguarding policy- add to full govs agenda	Completed

The minutes were UNANIMOUSLY agreed and signed by Mrs Prior.

5. Link Governor Reports

- Safeguarding

Reviewed the safeguarding policy in line with the KCSIE changes and then personalised it within the context of our school and the policy is now on the school website.

GQ: Should safer recruitment training be completed every 3 years?

A: Don't think it has to be renewed every 3 years however, it would be good practice.

The training logs are up to date.

Volunteer training is up to date.

There are some policy amendments to make to remove Rachel Farrin as safeguarding governor following her resignation. A document summarising the policy changes has been handed out to staff to make everyone aware.

A new recording system is being developed to ensure all calls can be recorded. If the police need to contact the school this is recorded separately so we need to get it all onto CPOMS.

Not all governors are trained to level 2 safeguarding, we need to aim to get all governors trained. We will try to arrange for all governors to attend a training session in September 2019.

It was suggested to look at the induction process for governors to look at what training is covered.

The named board member responsible for CLA is the safeguarding governor and this is also incorporated in the TOR.

PD, B & W

There has been continued improvement in absence rates.

Spring term data has significantly improved again- further information on this at the next meeting.

Learning walks have been very positive giving governors a chance to see how it is in school day to day.

GQ: The reports from link governors are not published, would it be possible to flag that this work is taking place? This will be added as an action to investigate potential options on the governor's homepage.

SEND

18-20% of children in the school are on the SEND register although this is a lot, it has reduced with the new code of practice.

8 EHCP's in school.

Kate has been working very hard on requests for statutory assessments. There have been 4 referrals. This takes a lot of time and there is a lot of work involved including EP assessments and building evidence. It is a long-time consuming process to reach a decision on what level of support/funding can be agreed. It is becoming increasingly difficult to access funding in Torbay with the current financial crisis. It is a real challenge to meet the needs for SEND children with the budget.

The SEN policy has been updated and is now on the website.

We have a new health assessment system. We have specific forms to complete that parents can take to a GP to give an insight into the child at school to enable a doctor to have a full view where necessary.

The children on the behaviour log are all SEN linked and provisions are in place for all of these children. Overall there has been a reduction in the number of behaviour issues recorded.

We are no longer a nut free school.

The hours the SENDCO works is not sufficient for the workload and need.

EYFS

The EYFS are 1 TA down. The staffing ratios are fine, and it was a budgetary decision not to replace this staff member. We have increased a current part time TA to full time to try and help compensate.

If all the personnel staffing ideas and flexible working requests go to plan, we will hopefully be able to employ a new TA.

GQ: Could you look at an apprentice?

A: Apprentices aren't really any cheaper and we would want to recruit a HTLA (level 4 TA) so they are qualified to take responsibility for the class when necessary and this ensures consistency.

The classroom has been changed around to give the Reception children a quiet area to work. Handwriting is being promoted.

The pick up and drop off routines s have been changed making it far less chaotic and parents are no longer allowed in the classroom.

Where the children sit is changed daily, this improves the children's engagement, it is active learning and helps teach independence.

Miss Ley will meet with children coming in from other settings in their current settings to form communication and transition documents. In our school we build a learning diary from nursery in school. This is called Tapestry.

6. Data Report

A meeting was carried out however, the minutes were unavailable at this meeting. The next meeting is scheduled for 17/5/19.

7. PP Funding Allocation

This will link to PP progress which will be picked up in the data review for spring term outcomes.

8. Report on the Standards of Teaching and Learning

Vast majority of lessons observed were graded as good or outstanding- This is judged overtime to build a bigger picture rather than what Ofsted see in a very short period of time. We have lots of random drop ins.

Where T,L & A were not consistently observed as good – specific support programme has been in place. This has had positive impact upon the quality of provision. This support has focused highly upon meeting the needs of a very challenging cohort of pupils.

NQT – successfully completed the second term of assessments. This is very positive.

Whole class guided reading across KS2 has been introduced this term and the early observations and indication is that this is developing into strong practice with all observations being graded as good or outstanding.

At half term a second NQT took up post and observations demonstrate good practice.

Our new HTLA has a very good knowledge of the curriculum and is coming across well.

Overall the observations are very positive, and provisions are in place where necessary. The reflection from children are also very positive.

We have a very comprehensive process for the moderation of writing. The process will also identify any gaps in learning to direct the learning and will also check the gaps have been filled.

The work we choose for moderation will usually be the ones who have a question mark over whether they have met the level or not.

The upcoming learning walk will show governors how difficult writing is, particularly to achieve greater depth.

9. Update on the curriculum review

The new Ofsted handbook has a big emphasis on curriculum, the priority has changed however, will still be results driven. Ofsted will be ensuring schools are delivering a very broad curriculum.

A reviewed has been started to ensure we are doing everything we need to. Moving forward Ofsted could be speaking to all subject leads rather than focusing on English and Maths. Ofsted will also be talking to the children.

- Intent of curriculum
- Specific Principles
- Safeguarding
- School aims/values
- Implementation/Interventions
- Impact (assessments/Outcomes)

Governors were asked to read the policy if they hadn't already done so.

Mr Morris shown governors a selection of video clips from Ofsted and this highlighted the importance of sequencing and ensuring the children can retain the knowledge.

As a school we are looking into ways to develop children's vocabulary.

10. Arrange a date for the learning walk

The date has been set for 14/06/2019.

11. AOB agreed at the beginning of meeting

- **Admissions for September 2019**

30 children have been allocated places. We did highlight that some children were missing from the list and we believe this to be an administrative error and 2 of these children have a high priority. As this was caused by an error this makes the 2 children exceptional pupils and therefore we have to take them. This will mean we will potentially have 32 children which isn't ideal but will be ok. This will be dependant on if everyone that has been offered accepts the place, so the numbers could drop.

GQ: When are the responses due in?

A: May – unsure of the exact date.

- **Safeguarding Governor**

We have always had 2 safeguarding governors but following Rachel Farrin's resignation we now only have 1, this will be discussed in full governors. We also have governor vacancies to talk about.

- **Policies**

SEND policy, Safeguarding Policy and Statement have all been updated. The new admissions policy for nursery now sets out a minimum number of sessions as x3. This was UNANIMOUSLY agreed by governors.

SEND local offer has been updated.

Behaviour Policy now includes the power confiscate property.

Racial/homophobic behaviour will be recorded, and parents informed.

Anti-bullying Policy has been updated.

12. Impact/Outcome of meeting

- Reviewed link governor reports
- Reviewed standards of Teaching and Learning
- New learning walk date agreed
- Update on attendance
- Update on admissions for September
- Update on new curriculum policy

13. Date of next meeting

15/07/2019

	What?	Who?	When?
1.	Look into options to flag the link governor work that takes place.	Mr Morris	Summer Term
2.	SEND report to be circulated	Mrs Byford/Clerk	ASAP
3.	Add following policies to next C&C agenda: Accessibility Policy Foundation Stage Policy Home school agreement	Clerk	Next agenda