

MINUTES OF MEETING



**Nottinghamshire
County Council**

School: Round Hill Primary School
Meeting title: Meeting of the Curriculum and Strategic Development Committee
Date and time: Wednesday, 11 December, 2013 at 6.00pm
Location: At the school

Membership

'A' denotes absence

Mrs S Sullivan (chair)
Mr A Nash (headteacher)
Mr B Taylor
Mrs R Tunney
A Mrs S Vasey (vice-chair)
Mrs L Sun
Mr R Jones
Mrs C Matz
Miss O Kershaw

In attendance Miss S Smith (minuting secretary)

Action

CSD/27/13 Apologies for absence

Apologies were received from Mrs S Vasey.

Mr Jones apologised for his late arrival (6.05pm).

CSD/28/13 Membership of the committee

There was discussion on the membership of the committee.

Mr Nash agreed to ask if one of the staff governors would be willing to join the committee to give a balanced view.

AN

CSD/29/13 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

CSD/30/13 Minutes of the last meeting

The minutes of the meeting held on Tuesday, 25 June, 2013, having been previously circulated, were confirmed as an accurate record and signed by the chair.

Matters arising

CSD/16/13 and CSD/18/13 The headteacher had reported on FSM pupils at the autumn governors' meeting and data on pupil premium was available on the school website.

CSD/20/13 Governors had received training on changes to the role of governors.

CSD/31/13 Election of chair and vice-chair of the committee

Mrs Sullivan was proposed and seconded for the position of chair. There were no other nominations.

It was

resolved

that Mrs Sullivan be appointed as chair of the committee.

Mrs Vasey was proposed and seconded for the position of vice-chair. There were no other nominations.

It was

resolved

that Mrs Vasey be appointed as vice-chair of the committee.

It was noted that Mrs Sullivan and Mrs Vasey would be coming to the end of their terms of office as parent governors and would not be standing again, so a new chair and vice-chair would be needed in a year's time and governors were asked to consider this to allow time to shadow the roles.

CSD/32/13 School Improvement Plan

Mr Nash presented the SIP which had been previously circulated, highlighting the following:

- A SEF was no longer a legal requirement, but was good practice.
- 1.5 and 1.6 – The school was in a period of change as staff left and middle leaders took up their roles. Induction packages had been put in place and were going well.
- There were several major changes in line for the school and there needed to be priorities to ensure these were done well.

Following a question on the three bullet points from Ofsted there was a discussion on the links with local businesses and how this could be incorporated into the new curriculum without adding to the burden on staff.

The following questions and observations were made:

- A local business person could be invited onto the governing body
- What was the baseline of pupils' aspirations? Would a PASS survey help establish these? This would link well with pupil premium.
- Strong links already existed with the university and local pizza place.
- Was a member of staff overseeing business links?
- Teacher fellowship funding was available from the university for community based projects. Mrs Sullivan was to pass on the details
- Was there any contact with NET? Was the school involved in the NET project?

SS

6.20pm Miss Kershaw arrived.

Data – there were half-termly pupil progress meetings to see who was and wasn't making progress. These had identified a weakness in year 6 with writing.

Interventions had been made and their effectiveness would be reviewed after half

a term and appropriate alterations to interventions made.

It was asked if this could have been picked up earlier and if lessons had been learnt. Year 5 data was now being analysed to prevent this in future.

The SIP would be placed on the website for parents to see.

AN

CSD/33/13 Matters arising from full governing body

GB/32/13 – Use of electronic documents for meetings – this had not yet been achieved. It was hoped it would be available in the spring term.

GB/32/13 – Questions for visits

It was realised that there was not clarity on the practicalities of the visits and the working group agreed to meet again to confirm arrangements, the format of reports, the process of analysing reports and using the information gathered.

It was agreed that the substantive item at the next meeting of the committee would be vulnerable learners with Karen Rainford. Mr Nash was to arrange this with Karen.

AN/KR

GB/32/13 Governor newsletter – This had been prepared in draft and would be available for parents in early January.

CM

Mrs Matz was thanked for her work on the newsletter.

CSD/34/13 School expansion

There were implications on expanding the school.

It was felt that Classes of 25 would not be possible without losing support staff.

Confidential item – see separate page

CSD/35/13 CPD and leadership development

Mr Nash and Mr Jones had prepared a paper which had been circulated prior to the full governors' meeting.

The school was a learning school with staff undertaking learning such as NPQH, Senco training, offering training in other schools, NPQML undertaken and NPQSL to follow.

It was recognised that TA training was still limited and it was hoped introducing appraisal would help address this.

CSD/36/13 National initiatives

Mrs Vasey had recently given training to governors on the curriculum changes and Mr Nash was asked if the slides from the session could be shared with all governors.

AN

Curriculum changes would take more than one year to implement effectively.

School dinners were to be introduced for all KS1 pupils and the implications of this for lunchtimes was discussed, including the impact on mid-day supervisors and

lunch clubs.

CSD/37/13 Review the academy status

There was nothing to report on this. The school had been approached but there was too much else happening to consider such a major change.

CSD/38/13 Determination of confidentiality of business

Governors considered whether anything discussed during the meeting should be deemed confidential. It was

resolved

that part of item GB/34/13 was confidential. All other papers were to be made available.

CSD/39/13 Dates of the next meetings

The next meetings would be:

Tuesday, 11 March, 2014 at 6.00pm

Wednesday, 25 June, 2014 at 6.00pm This was a change to the previously agreed date.

The meeting closed at 8.00pm.

Signed(chair) Date

SS/cml