

# MINUTES OF MEETING



**School:** Round Hill Primary  
**Meeting title:** Curriculum and Strategic Development Committee  
**Date and time:** Tuesday, 10 March, 2015 at 6.00pm  
**Location:** At the school

## Membership

'A' denotes absence

Mrs R Tunney (vice chair)  
Mrs S J Yates  
Mrs L Sun  
Mr R Jones  
Miss O Kershaw (chair)  
Mr A Nash (headteacher)

## In attendance

Rob Jarvie (minuting secretary)  
Jillian Swain (parent governor)  
Tanya Walters (observer)  
Louise Lawrenson (parent governor)

The chair welcomed Jillian, Tanya and Louise to the meeting.

## Action

### CSD/01/15      **Apologies for absence**

There were no apologies for absence.

### CSD/02/15      **Statement of pecuniary interests**

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

### CSD/03/15      **Minutes of the last meeting**

The minutes of the meeting held on 9 December 2014, having been previously circulated, were confirmed with the following amendment –

Page 6 section on governance development should read “The chair suggested governors thought about inviting another school to review the governance of the school”.

## Clerk

The chair then signed a copy of the minutes for the school to retain, and the minute book copy was signed and passed to the minuting secretary to return to Governor Services.

### CSD/04/15      **Substantive item – the new National Curriculum and Assessment procedures**

The headteacher presented an item to the committee on the new National Curriculum and Assessment procedures, giving an overview of the main changes. This information is now on the school website.



The school is evolving the curriculum to adapt to the new requirements and assessment without levels. The transition will present challenges for some pupils, particularly in year 5.

**Governor question** – how will you track a pupil who is on the upper side of their level? **Chair**

**Answer** – where pupils have covered all parts of the relevant year curriculum then they would be in the high range for their year. The golden codes method will show whether the pupil has covered the full range, which the previous system did not necessarily do. The higher achieving pupils are tracked, and within the tracking points there is scope to show an upper and lower level of ability. Governors will need to keep this under review to monitor how the new approach is being established, and this will be looked at when the committee next meets.

The headteacher advised governors that the school would be expected to have a high percentage of secondary ready pupils by the end of their year 6 in school. The new curriculum is harder and there is expected to be a dip in performance while pupils catch up. The parents have responded well to the information the school has provided.

**Governor question** – how soon will we be able to see data from the new tracking system?

**Answer** – There is already some data available, which shows that pupils are progressing as expected. Teachers are continuing to monitor and moderate progress data to make sure that by the end of the year they will be able to show the pupils' positions.

**Governor question** – If a pupil was at a low level is it possible they would be graded as at a year below their school year?

**Answer** – That is possible, but unlikely. It would also be unlikely to grade a pupil as in the year above. Interventions will be used to help pupils who are at lower levels.

Governors thanked the headteacher for the presentation and responses to questions. It was agreed that the committee needs to receive an update from the headteacher at their next meeting.

HT

CSD/05/15

### **Matters arising from the last meeting**

*Values and visions* – Rachel Tunney informed governors that she and Olwen Kershaw had looked at how other schools have approached this and found some good examples. This had helped to develop the Round Hill values and visions.

They show how the school has incorporated British Values, with examples. All the DfE key areas have been included.

The school staff are going to review the document and give their feedback to the CS&D committee. From there it will be taken to the autumn term meeting.



*Moderation between Round Hill and Alderman White* – The headteacher advised governors that there is moderation in writing and maths between the schools. Year 6 pupils will go to Alderman White to have their work moderated by a year 7 teacher. The family of schools has SEN moderation and a school behaviour partnership.

*Governor visit reports* – these are now being completed.

*Code of conduct* – this is now on the school website.

*Governor visit policy* – this has not been completed yet.

HT

CSD/06/15

### **Pupil premium funding**

Governors noted that pupil premium information is now on the website to complement the explanatory information that is already there.

The committee agreed they needed to monitor the actions the school takes to support its vulnerable pupils. The headteacher advised that this is covered within the school development plan.

CSD/07/15

### **National initiatives**

School values and visions and British Values had both been discussed earlier in the meeting.

Governors considered the possibility of changes that may happen in education after the general election. It was felt the local authority would be a key source of information on this.

CSD/08/15

### **Improving governance**

Engaging with parents –

Richard Jones had circulated his report on this. It was noted that the governing body already has approached for engaging with parents and the recent parent's questionnaire had not suggested they were in need of improving. The school and its staff have always welcomed parents' comments and have always responded to these.

The governor's newsletter will be used to remind parents of the suggestion box in reception. It was agreed that parents would find it useful to have a guide as to where to direct different questions or concerns to, and this could be within the newsletter. Jillian Swain agreed to see how other schools managed this.

JS

Governors considered whether they received the full range of feedback from parents as they tended only to hear about complaints. The idea of governors attending forums was discussed and it was agreed that this should be followed up. This could show how the governors are involved in the governance of the school. The headteacher will include the forums in the governors' year-planner.

HT

CSD/09/15

### **Academy status update**

Governors noted there was no change on this. The notion of becoming an academy will not be ruled out and will be kept under review.



**CSD/10/15 Leadership working party update**

Governors agreed that Stacey Yates be allowed to remain in the meeting for this item as no pay issues were to be discussed.

The headteacher outlined some changes coming up for the leadership team and provided a paper showing proposed changes and costings. Governors discussed how the school would move from the current leadership model to the proposed, and noted that this would follow a process of matching staff to new roles. The headteacher clarified that the ECOR role would be a separate one. The plans would allow for teachers to be released to work with pupil premium funded children.

**Governor question** – is there guidance on ratios for certain school sizes and the number of posts needed to manage key roles?

**Answer** – There are no guidelines, but by looking at what schools are doing elsewhere and giving consideration to the impact of the roles it is possible to judge the time resource that certain roles need to operate effectively. The proposal would build in the additional leadership capacity needed, and allow the leadership team to undertake teaching and intervention.

Governors agreed they would like to see other staff being given opportunities to develop and shadow roles, for their own development but also to widen the school's capacity. They discussed the proposal and how they felt it would be able to work effectively. The proposal would now go to the F&GP committee.

The headteacher agreed to draft a curriculum map to show governors what is done in each year and how it is delivered.

HT

**CSD/11/15 Determination of confidentiality of business**

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

**resolved**

that all papers and reports be made available as necessary.

**CSD/12/15 Date of next meeting**

It was agreed that the date of the next meeting would be

Tuesday 23 June, 2015, at 5.30pm.

The meeting closed at 7.55pm.

Signed

.....(chair)

Date .....