

# Round Hill Primary School

## Minutes of the Curriculum and Strategic Development Committee

**TUESDAY 7 DECEMBER 2010 at 6.30pm**

	<b>ACTION</b>
<p><b>Present:</b> Richard Jones (RJ), Stef Sullivan (SS), Rob Perkins (RP), Katrina Meyer-Ohle (KMO), Adrian Nash (AN), Sue Vasey (SV)  <b>Minute Taker</b> – Isobel Greenhalgh</p> <p>1. <b>Apologies</b> – Brian Taylor, Lesley Eddison, Graham Harvey, Zoe Fletcher</p> <p>2. <b>Statement of pecuniary interest</b> – none.</p> <p>3. <b>Election of chair and vice chair</b>            RJ said he was willing to stand down as chair            SS was nominated as Chair and was seconded by KMO.            SV was nominated as Vice Chair and seconded by RJ            Both nominees accepted the posts.</p> <p>4. <b>Minutes of last meeting</b> – these were accepted as a true record.</p> <p>5. <b>Matters arising</b> -Table on agenda agreed - governor link roles to be discussed under item 7 (Strategic Direction of Round Hill)</p> <p>6. <b>Pupil Performance Data (PPD) &amp; School Improvement Partner's update</b></p> <p>AN presented a PPD Report to the committee (summer 2010). A discussion was held as to whether :-            a. if this was the format that the governors wanted to see.            b. if the back-ground data was necessary as appendices to this report.</p> <p>The three priority areas were discussed and reviewed:</p> <p><b>Priority 1 – Foundation</b>            Two areas to focus on as per PPD (summer 2010) Report:-  <ul style="list-style-type: none"> <li>• Communication, Language &amp; Literacy</li> <li>• Emotional development</li> </ul>           Some discussions were held on the results presented in the tables.            The electronic tracking systems now in place will enable data to be analysed on a more regular basis.            It was agreed that AN and SS take these away and determine how best to present data for other governors            It was noted that boys out-performed girls in writing in FU in 2010. SLT need to monitor this to find out if this is consistent</p> <p><b>Priority 2: Key Stage 1</b></p> <p>Main areas that are flagged up are :-  <ul style="list-style-type: none"> <li>• All areas of boys' underperformance, particularly their writing</li> <li>• The performance of vulnerable groups</li> </ul>           In the reports presented to governors, SLT need to show the actions that the school is taking to resolve the problems and monitor the results. This will show up in the SIP report. It should also reflect that boys are under achieving in other areas than writing.</p> <p>The HT report in January will contain reports from KR and RP on writing etc and on</p>	<p><b>AN SS</b></p> <p>AN/AA</p>

<p>progress to date.</p> <p><b>Priority 3: Key Stage 2</b></p> <ul style="list-style-type: none"> <li>Boys' Writing</li> <li>Decline in reading (Is this a trend?)</li> <li>The performance of vulnerable groups</li> </ul> <p>RP reported that there have been lots of interventions for writing, eg 1:1 tuition, ECAW, Let's write initiative, training for staff on guided reading, guided writing, and further Staff meetings are in the pipeline for writing and quality first teaching. RP explained that SLT is predicting a dip in attainment for the current yr 5 maths next year (ie in summer 2012). Tracking is now more rigorous in the last 12 months eg for groups of SEN children, Free Meals children etc... The use of performance management is being used to move children on in their levels. Teaching Assistants are also having more training though the SENCO</p>	<p><b>AN</b></p>
<p>We need a strategy for tracking FSM (free school meal) children (we will have to report in May 2011 on how these KS2 children are doing) AN and SV agreed to look at some research that SV is currently doing into FSM.</p> <p>It was agreed that appendices are not necessary for all C&amp;SD governors, the summary on the first 2 sheets of the report should provide the evidence following the meeting of the HT and chair of committee.</p>	<p><b>AN &amp; SV</b></p>
<p>National comparisons are to be used.</p>	<p><b>AN</b></p>
<p><b>7. SIP</b></p> <p>AN presented the SIP table as the school is now at its mid-term evaluation. There were a few items left from SIP a year ago and will now be brought forward into a new improvement priority for 2010 – 2013.</p> <p>SIP to be presented at next CSD meeting to 'sign off'.</p>	<p><b>AN</b></p>
<p>Each SIP area should have a link governor – there are gaps and a lack of coherence. Action :- to add to agenda for Full GB meeting and map how/ who actions which area.</p>	<p><b>RJ</b></p>
<p><b>8. Policies</b></p> <p>Committee to plan a review cycle for policy development. Need to determine which policies belong to which committee. RJ presented a list of policies for each committee. The list needs to be updated as to current status; statutory ones and ones important to Round Hill. RP to populate the table as to current status and then to bring back to next meeting. AN with RJ also need to come up with a more accurate decision planner and this should be reviewed at certain times.</p>	<p><b>RP</b></p> <p><b>AN/RJ</b></p>
<p><b>9. Strategic Direction of Round Hill</b></p> <p><b>Strategic vision Statement</b></p> <p>AN presented a draft staff Vision Statement which was put together in January 2010 with staff.</p> <p>The committee was reminded of the completed Governor Vision Statement.</p>	

Governors to meet with AN to formalise the document but some other items to be added e.g. behaviour strategy from the parent forum, also the views of the pupils, take back to staff then back to governors.  
This to be completed by end of the spring term so it can be presented to the full governors meeting in the summer.  
The work may be done at a twilight session, in which case, governors to be invited.

**AN RJ**

**AN**

**AN**

**10. Confidentiality - None**

**11. Date of Next Meeting**

**15 March 2011 at 5pm**