

Round Hill Primary School

Minutes of the Curriculum and Strategic Development Committee

TUESDAY 28 JUNE 2011 at 6.30pm

Present: Richard Jones (RJ), Stef Sullivan (SS), Rob Perkins (RP), Katrina Meyer-Ohle (KMO), Adrian Nash (AN), Sue Vasey (SV), Brian Taylor(BT), Lesley Eddison(LE), Hilary Craike(HC)

Minute Taker – Isobel Greenhalgh

1. **Apologies** - , Graham Harvey, Zoe Fletcher, Rob Tait,

2. **Statement of pecuniary interest** – none.

3. **Minutes of last meeting (Tuesday 15th March 2011)**– these were accepted as a true record.

4. **Matters arising and minutes were done together**

a. Pupil Progress Data (PPD) – an Agenda item later in the minutes

b. School Policies - Carried forward
RP to present an up to date policy list.

Action RP

c. AN and RJ to update the decision planner – will be done for September Full Governing Body meeting

Action AN and RJ

d. strategic thinking – we agreed it would be helpful to have this as a standing item. There are lots of national considerations at the moment – revised teacher standards, revised national curriculum, green paper on SEN, teaching schools, academies, revised Ofsted framework. What was known about each was discussed and it was agreed we would keep discussing these as we learn more.

e. SV gave an update on Ofsted Framework

Four schools in Nottingham have been appointed as pilot schools for the new Ofsted Framework

Teaching Schools – Specialist Leaders of Education not Head Teacher but senior leaders in post of Business Managers

f. The RAISEonline training went well and thanks were given to SV.

SV stated that when she had completed her Ofsted training she will pass her training on

g. AN has referred the School Improvement Plan costings to F&gp

h. updates and feedback on School Improvement Plan – on-going

i. AN will be doing an open day to launch the school vision – AN to confirm date

j. AN to email other governors BEFORE September Full Governing Body meeting- to assign people to each area and explain all about this role.

k. Behaviour and Homework and Teaching and Learning Policies – on Agenda

4b. Matters Arising from Full Governing Body

5. FSM (free school meals)

RAISE –ON – LINE

Attainment at KS2

- Data is being reviewed for FSM children
- Data was discussed
- It was stated that we are good at Maths and satisfactory progress has been made for FSM children
- English is satisfactory but a weaker area of the two.
- FSM children historically underachieve

What we are doing to improve the outcomes:-

- The Pupil Premium money allocated in the budget will be used for this.
- We track FSM children from year R to year 6. We have got a large data collection to target all areas.
- Structured conversations are taking place with parents
- Pupil Progress meetings have been held
- Teachers are more aware about who these children are so we can track better
- One to one tuition
- KS2 have been given a £1000 to target non FSM children to build up their self esteem
- Using tracking – we can track any child eg EAL (English as Additional Language etc)

We need to make sure the 8 strategies in the guidance to schools are being implemented – based on research on what works and tracking vulnerable groups through school.

This need to be an on-going item.

After the FSM group, the next vulnerable group are children who are socially deprived pupils

The key thing from **RAISE –ON – LINE** is that 'what we do and did well' is passed on to the next year's teacher and includes pastoral information and progress.

It was agreed to widen FSM children to include Vulnerable children on next agenda - meeting on 6 December.

Action SS

6. Policies

Behaviour Policy

- AN reported that work had been done with staff and Parent Forum
- Builds on the School Vision.
- Our children do have a positive approach to behaviour. We have tightened up on our sanctions (no more red or yellow cards etc) see page 5 of the Policy. All aimed at getting the child reintegrated
- We do give out lots of rewards. Next year we are going to introduce houses to do cross - age and group work – this will be linked to behaviour

Physical Intervention Policy

Agreed that OK works with AN on this.

It was reported that Staff need to have MAPPA training

Violence to Staff

- to be referred as an Agenda Item next time

Action SS

Violence to Staff, Anti-Bullying and Physical Intervention Policy are all to be reviewed.

Action AN

Teaching and Learning Policy(TLP)

AN reported on the history of TLP – Policy was put in Staff Handbook in September 2010. It is a model used by Local Leaders in School. It been agreed by staff

SV reported that on page 3 of the policy the word attainment was not mentioned

Action AN

Homework Policy

Key points –

- Parent Forum
- School Council
- Governors
- Time allocated for homework is in line with guidance

KS2 Homework Club

- RP reported that this club has been very successful. It has not been seen as a negative thing.
- The children want to come along to it.
- The self esteem of the children has gone up.
- If the children are finding the homework too difficult, they can find out what to do.
- The homework style is consistent - using slips and books
- Parent workshops are run termly and will run again next year
- Curriculum letters are on the web site
- Children are using Fronter (virtual learning environment)

The club will continue next year.

Negative comments made by parents were:-

- Homework is not always marked
- Slips sometimes get lost

It was asked if homework could always be marked in some way to show it has been read and could we not use slips

Action RP

It was the responsibility of the teacher to mark and monitor the homework and this needs adding to the Policy

Action RP

AN flagged up about the Annual Parent Questionnaire – there will better feedback in the autumn term - we can add in a question about homework
YR 6 will be having their Annual Parent Questionnaire before they leave

Action AN

7. SEF

Ofsted will judge us on the quality of the SEF. It makes sense to continue with what we did Before.

Sections of the SEF should help us understand and report about different areas linked to CSD.

The SEF is used to find out why decisions have changed and the evidence for this.

It was agreed to add SEF as a standing item on CSD and bring any changes to this committee.

Action SS

HC offered to validate any judgements in teaching and learning – she was a SIP and is now doing some training in Cambridge and she is willing to pass this training on

It was agreed that HC will do some training on Ofsted Framework to staff and gobs before the CSD committee meeting on 6 December

Action HC

AN reported on the Staff Facebook Policy

It was agreed to remind parents of safe use of the Internet Policy – legal age etc

Action AN

Curriculum Policy

We discussed whether this should be a separate document. It needs to be reviewed and updated and should include a list of link governors.

Action AN to update and bring to next meeting

Curriculum Areas

Staff have been assigned a curriculum area – new staff will be led by more experienced staff. There is a model subject audit, an exemplar action plan and a budget allocated all for September.

On the next Inset Day we will update plan/ cycle of curriculum to try to ensure there is no duplication of work and to ensure skills are covered in topics – the new dh teacher will review this in September.

Action JH Deputy Head Teacher

Links with Secondary Schools

This was discussed. RP suggested a named person should be linked to the schools, especially with the Feeder Schools. Possibly JH Deputy Head Teacher

Action AN

8. Date of Next Meeting 6 DECEMBER 2011

Ofsted training 6.00 – 7.00pm

9. Confidentiality - none