

Round Hill Primary School

Minutes of Curriculum and Strategic Development meeting held on 13th March 2012

Present:

Lesley Eddison (LE), Brian Taylor (BT) Adrian Nash (AN), Lihua Sun(LS), Rob Perkins (RP), Stefanie Sullivan (SS) Sam Clements (SC) Sue Vasey (SV)

In attendance Jo Hewitt (JH)

Minute Taker I Greenhalgh (IG) (Clerk to the Committee)

CSD/01/12 Apologies for Absence

Olwen Kershaw (OK) Jill Munro (JM)

CSD/02/12 Statement of pecuniary interest - None

Next two items together

CSD/03/12 Minutes of last meeting (13.12.11)

CSD/04/12 Matters Arising from C&SD

	Actions	Comments	Progress Update
CSD/04/11 CSD/05/11	JH to report back to the next meeting about Curriculum Policy	See item 5.	In Progress
CSD/04/11 CSD/05/11	RP to provide parents with transition dates	See item 7	Complete
CSD/04/11 CSD/05/11	SS to add items from the Decision Planner to future agendas	See item 8	Complete
CSD/10/11	AN to summarize comments from the Annual Questionnaire and discuss at next meeting	See item 11	Complete
CSD/11/11	JH and SC to meet in January to review Curriculum Policy SV to do a plan of National Initiatives and bring to next meeting	See Item 5 and Item 9	In Progress

Matters Arising from Full Governing Body

	Actions	Comments	Progress Update
GB/52/11	AN and OK to review Complaints Policy	AN/OK to meet 14/03/2012 Policy to go to next Full Governors AN	In Progress

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CSD/05/12 Teaching and Learning Policy and Curriculum CSD/04/11 CSD/05/11

JH gave an update about Teaching and Learning and Curriculum Policy. She said the Curriculum is working really well. JH reported that the only area we are not addressing as fully as we can do is teachers reporting to parents about the curriculum areas that their children are covering at any given time. It was noted that the National Curriculum will not change until 2014.

After discussion we acknowledged the need to gather evidence on how well the curriculum was working so we could measure its impact, eg pupil voice activities, which groups attend clubs etc... we need to look at different ways to meet the needs of different groups of children.

ACTION

JH will add to the policy what the teachers are currently teaching in their Key Stages – this is likely to be an annual change.

JH will report on the use of languages in school and Sex Education..

JH to agree Policy with Staff, then take to Full Governors and show impact of the curriculum

SS to add measuring/impact of curriculum as an agenda item for next time.

CSD/06/12 and CSD/09/12 Ofsted and National Initiatives - Update on current events in education

SV gave a verbal report of the changes to the New Ofsted Framework and other key changes in education.

CSD/07/12 Year 6 Transition CSD04/11 AND 05/11

RP gave a verbal report about the transition arrangements to secondary school. Children have had lots of opportunities to support them with the transition. 51 yr 6 children are going to Alderman White and this year there are three transition days in July (3rd to 5th July 2012) with the dates are on the website. Year 4 & 5 are also having transition days.

AN reported he went to ½ termly meetings with the family of schools to highlight any problems we have had. SV flagged up that FSM children have funding available for Summer School initiatives and there is information on DFE website. BT enquired about how we use Pupil Premium. AN explained that we used it in a variety of ways including 1:1Tuition,, ECaR and tracking progress. We have to account for the expenditure and provide evidence.

ACTIONS

RP to send out a briefing paper which followed the parent's SATs meeting.

RP agreed to collate performance information from WHP relating to our ex year 6 children.

CSD/08/12 Decision Planner CSD/04/11 CSD/05/11

AN went through the Decision Planner. He reported that he has put all the CSD items into a separate document plus a date has been added on for action and a summary for annual review.

ACTIONS

AN and **SS** to meet and agree to discuss the Decision Planner and an annual review.

CSD/09/12 National Initiatives - Update on current events in education

This item was discussed with Item 6 above.

CSD/10/12 Foundation Stage Action Plan

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AN gave out a copy of the Early Years Foundation Stage action plan. The Report shows EYFS work in progress.

AN reported that a questionnaire to existing parents and staff had highlighted good practice and things we could change and that this information would be used to alter procedures as from September 2012. This included the need for a set of dates to be sent to parents as soon as possible so that working parents can make arrangements for the start of September. Where necessary, a 'home visit', may take place. The aim was that all children would be full time as soon as was practically possible depending on individual needs.

AN was asked "Why there a delayed entrance for new pupils when they start f/t. as this was not good for working parents?" AN explained that he was currently working on the induction of F2 children with Mrs Wilkinson and understood the difficulties for working parents if children have a long staggered start in September. AN repeated the need to find a balanced strategy between a quality induction and the need to meet statutory requirements. In addition good communication was needed with parents to ensure that they had the dates of transition as soon as possible.

CSD/11/12 Parental Questionnaire CSD 10/11

AN presented the summary of the parental questionnaire – a culmination of 18 months work. The outcomes of this work are now on the website

CSD/12/12 Gifted and Talented Provision

RP passed a report around which was given out at the last parent forum meeting. He explained that he was currently writing a briefing for parents which would share the rationale behind our gifted and talented policy. AN pointed out that the policy was on the school website.

It was noted how well our children were doing in various areas. Particular highlights are in chess where our children have been in national tournaments and in music and drama which are considered outstanding.

We acknowledged the need to track G&T children across school, as we do with other potential vulnerable groups, but we also acknowledged the need to steer clear of the use of the word 'register' - instead we opted to explain that G&T children are identified with a need that we will address in our school.

SC asked if information relating to G&T children is it in the handbook for New Starters. AN agreed to meet with EYFS staff to discuss a section for G&T in the handbook to parents.

ACTION RP

RP to send an explanatory note to parents re G&T.

AN to meet with EYFS staff

CSD/13/12 Curriculum Links Update

It was noted that a new Maths link Governor will be needed from Sept 2012

Rob Tait will cease his role as governor from September 2012.

ACTION

From Sept 2012 SS will be the link governor for maths and SC will take over the role of link governor for literacy. This summer term will be a handover period where the existing link governor for each area will work with the new governor and the relevant member of staff.

CSD/14/12 Confidentiality

No items were deemed to be confidential.

CSD/15/12 Next meeting

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Tuesday June 26th at 6.00pm.

The Table below contains the actions from the above meeting:

	Actions	Deadline Date	Progress Update
GB/52/11	AN and OK to review Complaints Policy by FGB	By FGB	
CSD/05/12	JH will add to the teaching and Learning and Curriculum Policy what the teachers are currently teaching in their Key Stages - this to be an annual change. JH to report on the use of languages in school and Sex Education.. JH to agree Policy with Staff, then take to Full Governors and show impact of the curriculum SS to add measuring/impact of curriculum as an agenda item for next time.	Next CSD Next CSD FGB Next CSD	
CSD/07/12	RP to send out a briefing paper which followed the parents' SATs meeting. RP agreed to collate performance information from WHP relating to our ex year 6 children	Next CSD	
CSD/08/12	AN and SS to meet and agree to discuss the Decision Planner.	Before next meeting	
CSD/12/12	RP to send an explanatory note to parents re G&T. AN to meet with EYFS staff SS change link Governor Role from Literacy to Maths	Before Easter 2012	