

MINUTES OF MEETING

School: Round Hill Primary
Meeting title: Meeting of the Curriculum and Strategic Development Committee
Date and time: Tuesday, 8 December, 2015 at 6:00pm
Location: At the school

Membership
'A' denotes absence

Ms O Kershaw (chair)
Mrs R Tunney (vice-chair)
Ms S Yates
Mrs L Sun
Mr R Jones
Mr A Nash (headteacher)
Ms J Swain
A Mrs J Hewitt

In attendance

Mrs E Pye (SENCO)
Mr H Jones (minuting secretary)

- | CSD/24/15 | Apologies | Action |
|------------------|---|---------------|
| | Apologies for absence were received, and accepted, from Mrs Hewitt. | |
| CSD/25/15 | Declaration of interest | |
| | There were no declarations of interest, either direct or indirect, for items of business on the agenda. | |
| CSD/26/15 | Minutes of the last meeting | |
| | The minutes of the meeting held on Tuesday, 23 June, 2015, having been previously circulated, were approved as a true record. | |
| CSD/27/15 | Appointment of chair and vice-chair | |
| | Mrs Tunney proposed Ms Kershaw to be chair of the C&SD committee for the next year, seconded by Ms Swain. Governors | |
| | approved | |
| | Ms Kershaw as chair of the C&SD committee. | |
| | Ms Kershaw proposed Mrs Tunney to be vice-chair of the C&SD committee for the next year, seconded by Mrs Sun. Governors | |
| | approved | |
| | Mrs Tunney as vice-chair of the C&SD committee. | |
| | Ms Swain stated she would be interested in being considered for the vice-chair role next year. Ms Kershaw welcomed Ms Swain's interest and suggested Ms Swain shadowed her role during the next year. | |

CSD/28/15 Substantive item

How are we going to raise standards for all children, including the most and least able, those with SEN, boys and girls, and any who are currently underachieving?

Mr Nash presented governors with a summary of the RAISEonline data 2015 and stated that he would also include a summary of this information in his headteacher's report.

RAISEonline uses statistical significance tests to show if schools differ sig+ or sig-nationally and compares results from previous years.

- For KS1 (2015), Round Hill shows sig+ (in green) for all subjects, writing and maths and is above national figures in all areas.
- For KS1 (2015), APS in all areas improved on 2014.
- For KS2 (2015), Round Hill shows sig+ (in green) for all subjects and reading and is above national figures in all areas. For 'all subjects' there was a significant improvement from 2014.
- For KS2 (2015), APS in all areas improved on 2014.
- For KS2 maths there was great progress from 2014 and Mr Nash stated this was due to identifying the support needed in 2015, particularly with the higher achieving children.

Prior to the meeting, and before the publication of RAISEonline, Mrs Craik had attended a data meeting with Rob Collins (6/10/15) and had written a report for governors. Mrs Craik's report acknowledged the many strengths and agreed with the priorities in the SIP which focus on disadvantaged groups, particularly EAL.

Mr Nash and Mrs Pye shared the EAL Action Plan with governors. The plan aims to embed good practice, and to monitor and review provision at Round Hill for the EAL children. The school has clarified its definition of 'EAL', in line with British Council recommendations, and this has resulted in there now being 3 groupings for its EAL children, which will help with tracking.

Mr Nash stated trends (SEN, EAL, gender, FSM) are monitored carefully across school, and within cohorts, to identify areas for intervention, e.g. high number of girls in Y5, 33% summer borns in Foundation. Cohorts are tracked as they progress through school to ensure they meet or exceed expectations.

Ms Yates reported that Y6 tests this year (2016) will be more demanding than in previous years. Y6 teachers are planning carefully for this and are working on catch-up teaching and addressing the gaps in the children's learning. The children are being grouped accordingly to help with this and the Y6 team are regularly carrying out Plan-Teach-Review with each other.

Mr Nash added that pupil progress meetings are currently taking place. The return of Mrs Aplin and Mrs Devonshire in January will add further support.

Q. Have plans yet been made for the Y5 and Y6 classes in 2016-17?

A. It is planned to have four mixed Y5/6 classes. The teachers for these classes have not yet been decided, but when this decision is made the teachers will work with this year's Y6 teachers to gain experience and expectations.

Mrs Pye presented governors with an update on the school's SEN work, which included many initiatives and interventions being/to be carried out – half termly pupil progress meetings, monitoring of data analysis, EAL action plan, SEN action plan, training on vulnerable learners, MAPPA training, vulnerable learner case studies, working document provision maps (replacing IEPs), structured conversations, behaviour logs (monitored termly).

Mrs Pye added teachers were now providing more direct support for the SEN children in lessons, particularly in lower KS2, as opposed to these children being targeted by TAs or other support staff in small groups.

Q. Would governors be able to read some of the vulnerable learner case studies (anonymised)?

A. Yes. Boy and girl case studies would be useful for comparisons.

AN/EP

Q. Is the school doing more monitoring than in previous years?

A. Mr Nash stated the school is not necessarily doing more, but is far more focussed in its moderation. Mr Nash praised the staff for their work on moderation.

Q. Does the school observe SEN children in lessons?

A. This is an area which would be worth exploring further in the future.

Early Excellence report

Mrs Pye informed governors that the school are using, in line with most Notts schools, the 'Early Excellence' baseline assessment. The EE assessments are based on observing children and indications are that overall the assessments are accurate. Staff are completing the online EE training.

Mrs Pye also shared the most recent (23/11/15) Monitoring Summary Report for EE which highlighted key strengths and recommended actions.

Mr Nash presented governors with the updated (colour-coded, A3) Monitoring timetable which indicates the year's monitoring, timelines, roles and action.

Mr Nash informed governors that a 'Progress update' would be an agenda item at the next C&SD meeting.

**AN/
Agenda**

CSD/29/15 Matters arising

CSD/08/15 Website

The new school website is being launched on 8/1/16 and will include tabs to change the language and to access the governor blog. Website information was also fed back at the previous Full Governing Body meeting.

CSD/08/15 Parents Forum

Complete.

FGB/43/14 and CSD/32/14 Values and Visions document

Complete.

CSD/18/15 Schools Forum

Complete.

CSD/19/15 'Early Excellence' baseline assessment

See agenda item CSD/28/15.

CSD/20/15 'Guide to the use of Link Governors'

Complete.

CSD/21/15

Complete.

FGB/45/15 EAL

See agenda item CSD/28/15

FGB/53/15 Governor visit guidance

The Governor visit guidance and Link Governor template are now complete.

CSD/30/15 New assessment systems update (GB/43/14)

Mr Nash updated governors on the school's current assessment systems

- Round Hill are using the 'Golden Code' system which is based on the children's depth of learning.
- A SLT working party are looking at how the school's informative and summative assessments can be linked to the current tracking system.
- Round Hill are 'taking stock' of the current assessment situation and concentrating its work on marking and giving feedback to the children, and its use of assessments to identify gaps in the children's learning.

Mr Nash added that he had received a document from the NAHT which expressed concerns over the current new assessment systems.

CSD/31/15 National initiatives

(Standing agenda item)

- Mr Nash informed governors about a possible future end of Y7 assessment.
- Mr Jones suggested that the F&GP committee should look at 'school efficiency' at their spring meeting.

Agenda

F&GP

CSD/32/15 Governance Development Plan 2015-16

Mr Jones circulated and led a discussion on the school's 'Governance Development Plan 2015-16 (Addendum to SIP Priority 4)

- Mrs Tunney stated governors should look at developing links with other successful school's governing bodies to share good practice and become more 'outward looking'.
- Carry out quality assurance of governor training events and to make better use of training events that are available by directing governors to specific courses linked to their school role.
- Mr Jones said the governing body is now better at reviewing skill sets when recruiting new governors.
- Mr Nash stressed the need for governors (particularly Link Governors) to have a good knowledge of the SIP.

Mr Jones referred to recent comments from Sir Michael Wilshaw (Chief Inspector) about school governance and stated that Round Hill are in line with the recommendations and that the governing body is now more focussed in its work.

CSD/33/15 Review of school governance (GB/40/12)

A working party will meet on 10/12/15 to discuss possible options surrounding the issue of 'Collaboration: what next?'

Agenda

CSD/34/15 Determination of confidentiality of business

Governors agreed that there was nothing on the agenda that should be deemed confidential.

CSD/35/15 Date of next committee meeting

The next meeting will be held on Tuesday, 8 March, 2016 at 5:30pm.

The meeting closed at 7:45pm.

Signed(chair) Date

HJ/jag