

NEW BEWERLEY COMMUNITY SCHOOL GOVERNING BODY

Minutes of the meeting held on Tuesday 2 February 2016 at 4.30pm

PRESENT Neil Rhodes (Chair) Gary German (Headteacher)
Kae Sinclair Janet Walker

IN ATTENDANCE: Claire Burgess (Clerk – Governor Support Service)
Lucy Knights (Prospective committee member)

1.00	APOLOGIES	ACTION
	Apologies were received and accepted from Tracy Cunningham.	
2.00	MINUTES OF THE LAST MEETING AND ANY MATTERS ARISING	
2.01	Resolved: <ul style="list-style-type: none">• that the minutes of the meeting held on Monday 2 November 2016 were agreed as a correct record and• that the Chair be authorised to sign	
2.02	There were no matters arising to report.	
3.00	MONITORING AND EVALUATION OF THE SCHOOL DEVELOPMENT PLAN PRIORITIES AND IMPACT OF STRATEGIES USED	
	Governors reviewed the School Development Plan, with particular focus on items relating to the Teaching and Learning committee:	
3.01	<u>Focus 1</u> <ul style="list-style-type: none">• A new Collective Worship policy has been agreed• PSHCE curriculum and RE curriculum – there is still some monitoring ongoing to ensure that these are becoming embedded, but all staff are using the new policies.• SMSC audit – the Head outlined that he had spoken to Stephen Boddy from the local authority, and following advice, had bought into the Health and Wellbeing SLA. Stephen was due to meet with Jenny Earnshaw the following day and an action plan would be put in place, which would include the SMSC audit. Year 5 and 6 have agreed to undertake the My Health/ My School survey which will help to guide the curriculum.	
3.02	<u>Focus 8</u> <ul style="list-style-type: none">• The Marking and Feedback policy is being used throughout school.• A robust book scrutiny schedule is in place and moderation	

taking place with other schools.

- A local authority School Improvement Advisor (SIA), Mavis Wilkinson, will be undertaking a moderation exercise to ensure that feedback is being used effectively by pupils.

3.03

Focus 9

- Early Years Foundation Stage baseline procedures are in place.
- Assessment has shown that children enter the school below expectations.
- Teachers are using the 'Tapestry' programme to assess outcomes.

Lucy Knight joined the meeting at this point

3.04

Focus 14

- There is a schedule in place to improve ICT at the school and new clever boards have been installed and new laptops and iPads ordered.
- Opera North had contacted Kae Sinclair and are working on a programme to encourage children's development. There will also be a peripatetic music teacher for KS1 and KS2 which will hopefully help development in other subjects as well, as has been demonstrated by the local Windmill Primary Music Federation.
- The aim is to improve the arts and cooking across school. Close links have been developed with the West Yorkshire Playhouse, Leeds University and Leeds Grand Theatre. The school is also working with 'Kissing it Better', a charity working with elderly people who are recuperating from operations – this is helping to support community development and communication.

3.05

School Improvement Advisor Report

The SIA report had already been considered at the last meeting of the governing body. It was noted that the SIA had agreed with the school's judgements of 'Good' in all areas.

RAISE Data Dashboard

3.06.1

The Head outlined that the RAISE dashboard still showed unvalidated data and that the validated report was not due until Easter, which would exclude those children disapplied for various reasons.

3.06.2

However, the Department for Education had updated headline data which showed:

- Year 6 Reading/Writing/Maths Combined – Level 4 – 67%
- Year 6 Reading/Writing/Maths Combined – Level 5 – 20%
- Two Levels Progress – Maths – 97%

- Two Levels Progress – Reading – 92%
- Two Levels Progress – Writing – 97%
- For Pupil Premium children – 61% had achieved a Level 4+ and 23% a Level 5+ in Reading/Writing/Maths combined.

- 3.07 Feedback from SMSC and British Values audits
See Item 3.01 above.
- 3.08 Lesson Observations
Lesson observations were due to take place the following week, with the SIA, Di Lightowler moderating these.
- 3.09 Provision Maps
The Head explained that some children in school need additional support and this is outlined on provision maps
- Autumn Data Summary
- 3.10.1 Governors were reminded of the new assessment procedures in place for this academic year and the Head noted that a new 'Class Track' programme had been invested in to undertake ongoing assessments.
- 3.10.2 Data for the Autumn term had been due to be submitted by the end of January, following an extension, and all staff had met yesterday and data does not represent what is happening in class.
- 3.10.3 Data was provided for governors which showed all children and vulnerable groups. Staff had been asked to identify all children expected to meet Age Related Expectations (ARE) – at this stage of the year children would need to have met 30% of objectives to be on track for the end of the year.
- 3.10.4 Currently all data is 'red' with very few children expected to meet ARE. Teaching over time at the school is good or better and so the data doesn't measure up to this. Staff have been asked to reconsider the data before the end of term as the Head believes that they are being over-cautious in their judgements.
- 3.10.5 The Head provided an example in that 53% of the children who are currently in Year 1 met ARE in Reception, but now only 27% are doing so in Reading, 42% in Writing and 25% in Maths, showing a backwards trend.
- 3.10.6 The Head outlined that progress would be between the old system and the new system. He had looked at all the children who had achieved a 2b in Year 2 and noted that they should always be at ARE, but this was not the case.
- 3.10.7 **Q – Do staff fear making the wrong judgements?**
A – Yes, the old system used to be a continuum of levels and now

have to have taught 30% of the curriculum by Christmas, 60% by Easter, etc and children have to understand it.

3.10.8 **Q – Do teachers understand the data?**

A – Yes the Head has met with leaders this morning and they understand the issues with this data.

3.10.9 Governors noted the need to ensure that data is correct. They confirmed that they understand it will not be ideal this year, but based on books, teaching, etc it is better than this data reflects. Staff need to have more confidence, whilst still being realistic.

3.10.10 Updated data will be shared at the next meeting of the full governing body.

Teaching Over Time Judgements

3.11.01 A range of observations, learning walks, pupil interviews and book scrutinies are in place and staff are judged against a range of measures. Where each of these is seen a Y is in place and data was provided to governors.

3.11.02 It was noted that a homework scrutiny had not yet been carried out, but on the whole, where evidence has been able to be seen, most teaching is good or better.

3.11.03 The Head explained the anomalies in the data – there are currently three Newly Qualified Teachers (NQTs) in school, who are all where they would be expected to be at this stage of the year.

3.11.04 There is an issue with one teacher and this is likely to be moving forward to formal capability procedures and a meeting was due to take place with the Union and HR the following week to put a formal plan in place.

3.11.05 **Q – Where there is a Y – is there evidence in place to back this up?**

A – Yes, for each individual teacher, their profile show where and how evidence was collected, for example, during a book scrutiny.

3.11.06 The Head highlighted that overall, 75% of teaching at the school was good or better, and of the 25% which is not, three of the teachers are NQTs so this is to be expected.

4.00 LEARNING AND PROGRESS ACROSS YEAR GROUPS OF CURRENT PUPILS

See Item 3.10 above

5.00 EARLY YEARS FOUNDATION STAGE

5.01 Statutory guidance for the Early Years Foundation Stage (EYFS) was provided to governors. The Head confirmed that the school has an Early Years policy in place which fully complies with the statutory guidance.

5.02 **Resolved:**

- That the Early Years policy be approved
- That the Early Years policy be reviewed in Spring 2017 unless statutory guidance changes in the meantime.

6.00 **ASSESSMENT**

6.01 The Teaching and Learning policy is in place and was reviewed at the last meeting of the Teaching and Learning committee.

6.02 The Monitoring and Evaluation policy is in place and has an appendix which links to the School Improvement Plan strategic calendar for each half term.

6.03 **Resolved:**

- That the Monitoring and Evaluation policy be approved.

6.04 The Head agreed to send a copy of the Monitoring and Evaluation policy to all governors for information.

7.00 **QUALITY AND APPROPRIATENESS OF CURRICULUM PLANNING**

7.01 It was noted that curriculum planning had already been considered at the last meeting of the committee.

7.02 The Head highlighted that the new Health and Wellbeing SLA will signpost to show where training, etc is required in terms of SMSC.

7.03 The PREVENT agenda had been discussed at the last meeting of the Resources committee. All staff have had training and school have put together an action plan to prevent children from becoming radicalised. This has highlighted the broad and balanced curriculum that the school has in place to promote this and the Head gave an overview of some of this work:

- School visits to faith establishments
- Rainbow day
- Year 5 and 6 curriculum has explicit teaching on radicalisation and extremism
- The 'Junk Food' project.

7.04 The next steps are to look at the use of appropriate vocabulary across the school, the Health and Wellbeing SLA and the school is thinking of buying into a scheme to support PSHE.

Head

7.05 The Head has contacted Raminder Aujla, Head of the local authority Safeguarding team to ask for further advice on having an appropriate policy to manage external speakers and events and is waiting to hear back regarding this.

8.00 MONITORING OF THE QUALITY OF TEACHING AND STRATEGIES IMPLEMENTED FOR IMPROVEMENT

8.01 See 3.05, 3.08 and 3.11 above.

8.02 A Notice of Visit and Contact (NOVAC) from Clara Glanville, local authority consultant was shared with governors. Clara has been working with staff in KS1 during the previous term and continues to do so. Issues with particular staff had already been highlighted to governors. An action plan will be put in place to improve standards in KS1 rapidly.

8.03 Internal moderation of a sample of books has taken place. Year 2 and Year 6 teachers from COGs schools had also moderated each other's books and no issues had been highlighted.

8.04 An appraisal policy is in place which has been improved and includes a section on continuous professional development. There was £25,000 in the budget from April 2015 – March 2016 for staff development and so far £18,000 of this has been spent. There may be some carry over to the next financial year. The Head outlined that all staff training courses are listed in his Headteacher's Report to each full governing body meeting.

9.00 DATE AND TIME OF THE NEXT MEETING

The next meeting of the Teaching and Learning committee had already been scheduled to take place on Monday 25 April 2016 at 4.30pm.