MEADOW VIEW PRIMARY SCHOOL
MEETING OF THE SIP CURRICULUM COMMITTEE
12TH JUNE 2018 AT 4.45PM

MINUTES

Present: K Smith, J West, D Everett, J Newbolt, A Boyle
In Attendance: A Blench, T Keenan

SIP36.APOLOGIES FOR ABSENCE

36.1   To accept apologies for absence. Apologies for absence were received and accepted from K Bromley

SIP37.DECLARATION OF PERSONAL AND BUSINESS INTEREST

37.1   Individual governors to declare any personal or business interests on any item On the agenda. K Smith reminded governors that she is also a governor at Yewlands Academy in Sheffield which is now part of the Brigantia Trust. Having transferred from WCAT. A Blench advised governors that he is now a School Resources Management Advisor (SRMA) for the Education and Skills Funding Agency (ESFA)

SIP38.MINUTES OF THE PREVIOUS MEETING

38.1   To review and approve the minutes of the last meeting held on 6th March 2018. The minutes of the last meeting were approved without amendment and signed by the chair.

38.2   Matters arising –

* EYFS sub group to be started – update N Lee/A Boyle
N Lee has now met with J Long to discuss EYFS
* Creation of a new governor twitter account – update from discussion at FGB Meeting. The twitter handle is @MVPGovernorJN
The governors twitter account has been created and is operational
* Resignation of PE Coach – plans for PE Premium 2018 19
School has been without a PE coach this term. K Smith had explored the options and found that using Wingfield/Winterhill provision was too expensive at £9,000 for 1 day per week. School received a phone call from a former member of staff who has completed a PE degree and wanted to volunteer to help with after school clubs. He has been given a fixed term contract for the summer term to help run after school

clubs and work with staff in the afternoons. Next year he has 1 to 2 days per week free at university and would like to continue to come into school. We need to think about what we want to do with the remainder of the PE premium money next year. *Governor question – would it be better to employ a PE teacher?* School believes that the ex-member of staff will have a real impact and can be effective immediately as they know the school.

SIP39. SCHOOL DEVELOPING EXCELLENCE PLAN 2018 19

31.1 To review the draft plan for 2018 19 – this is not ready yet. Over the next 2-3 weeks K Smith will go through the plan with school staff and review progress in each area. It's important that this is a living document and that staff views are taken into account. This increases everyone's ownership of the plan. SLT have reviewed the plan already. By the end of this half-term we will see emerging issues and especially after we have had all of the pupil data to hand. Pupil headline data from SATS etc. will be available on 10th July. The draft plan will be available for the September SIP Meeting.

SIP40 SCHOOL S.E.F. 2017 18

40.1 Update on the version presented at SIP Curr 14th November 2017, with national figures for comparison. K Smith displayed the SEF document on the screen and gave governors an update. The quality of teaching & Learning/assessment (page 6) has been updated. Personal development, behaviour and welfare – T Keenan has updated this section. Outcomes will be updated after 10th July.
Governor question – are EOS still in existence? New Dawn Trust is being brokered and won't exist as a Trust going forwards. The Teaching School is still functioning.

Action: K Smith to remove links to NDT from the document.

SIP41 LOOKED AFTER CHILDREN – DESIGNATED TEACHER

41.1 To discuss new guidance issued by DfE effective September 2018 – document on governor pages for reference. T Keenan updated governors on the new requirements in the document released by the DfE. On 27th June T Keenan will be attending the Rotherham LA Designated Leads meeting. The main change is that designated leads now have their scope extended to include pupil who were formerly looked after. E.g. those who have been adopted or gone back to their families. *Governor question – how old does someone have to be before they stop being LAC or formerly LAC?* This applies throughout their school career. T Keenan said that the change in scope was a welcome change. *Governor question – do you track progress and attainment for siblings of LAC?* School does have some pupils on the edge of this and will update governors when more information is available. It was noted that D Everett is the nominated lead governor for LAC. T Keenan gave governors an anonymised view of the progress and attainment of these pupils in school. *Governor question – what about being late for school?* These are a symptom of the previous situation before being placed in care. Once settled in care the lateness for school stops. One of the reasons for this is that the former family setting was chaotic. If a child is LAC from our of the school catchment area and has to travel in from further afield this can affect lateness. All pupils are starting to make good progress (from a low starting point) and PEP meetings are taking place and up to date. This is a time consuming process. T Keenan gave an overview of the pupil's targets and progress towards them and the majority are being met. There is a PEP review for each pupil every 3 months. School completes an SDQ to assess wellbeing which are completed by the class teacher. T

Keenan takes the scores form this and uses a RAG rating to assess where they are. The majority are Green. Just two are at Amber.

SIP42 SEN INFORMATION REPORT

42.1 To approve the updated SEN Information Report. Schools report was completed in 2015 in response to the new SEN Code of Practice, which placed a requirement upon schools to publish on their websites what they offered SEND pupils. The LA gave schools a template document they could use and customise in 2015. T Keenan used this as it was. Feedback from parents is that they lie our document and that our offer is much better than other schools. This may need to be updated when we become an academy as part of JMAT. . T Keenan has looked at the document JMAT schools which is the same as the one used by Brampton Ellis School.

SIP43 SAFEGUARDING UPDATE

43.1 To review the updated online safeguarding audit – This is a working document and will be updated by July 2018. T Keenan updated governors as to progress with this audit tool. The majority of areas are 'green' with the exception of 'e-safety' which when we looked at this last year we didn't think we could say that we had everything in place. School has done a lot to address this over the last year. Tim Pinto has been into school to audit what we are doing. We have done staff training in this area, updated the curriculum offer in year4/5, used the newsletter to engage parents regularly about e-safety, there is a new policy on the website, community café has covered e-safety. Unfortunately pupils still make silly choices. We need to keep on repeating the messages about keeping yourself safe online. The older year groups are using WhatsApp, Xbox online, we think that we have done enough to give us a green rating in this area now. Parents come to us when they see an issue. We have given them advice on how to deal with this. Done group work and 1:1 sessions with parents. School has had to be firm with some parents who say that school isn't dealing with cyber bullying. Often this is happening outside of the school day when parents have responsibility for their child's online activity. School will be arranging another workshop with parents and will keep on top of new Apps which are regularly released. *Governor question – when we met in February you said that this area was grade 3?* School has done a lot of work since then and is confident that we are now grade 4.

SIP44 EFFECTIVE GOVERNANCE – ARRANGEMENTS FOR HEAD TEACHERS APPRAISAL

44.1 To discuss arrangement for the Head Teachers appraisal 2017 18 and target setting for 2018 19. J West and P White will be meeting with Claire our SIP in October 2018 to complete this. When we become an academy the JMAT CEO will take on this function.

SIP45 NEW STAFFING STRUCTURE 2018 19

45.1 To review anticipated impact of new staffing structure on standards – this was also discussed at the last Finance Premises and Staffing Committee on 15th May 2018. F2 has 16 pupils with a school PAN of 40! Moving from F2 into Y1 is 23 pupils. Year1 to Year 2 is 34 pupils. KS2 is a bit more stable in terms of numbers. A PAN number of 30 would work better for school. We can't have class sizes of over 30 pupils in

KS1 as this would be illegal. We will have two Year2/1 classes (21/28). Year3/4 will be 65 (33/32) Year6/5 will be 64 (32/32). By restructuring in this way we can refuse additional admissions requests at 30 pupils for KS1 and 32 for KS2. We have consulted with schools who are already operating spilt year group classes or mixed age classes and this works well for them. MVP has always done this to a degree in the past. This has been discussed with B Vickerage and discussed at SLT. The structure and budget for 2018 19 onwards reflects the new structure.

F1 will stay as mornings. There will be a FT Nursery Nurse. We will have an ISG grant for one child.

We will have nurture groups next year run by T Keenan in the mornings.

We have dropped a class overall due to falling pupil numbers.

Governor question – will there be any issues with mixed age groups? What would your concerns about it be? At the moment teachers have one year group in the class. Staff have had PPA time around planning in year groups. White Rose Maths which school uses teaches in year group expectations. So for Maths the teacher who feels stronger in this subject will take Y6 for this subject. Literacy objectives are across 2 year groups. School will use TA support to do sets. Splits will be done by term of birth.

5.50pm Andrea and Jill left the meeting.

School has appointed two new teachers for September 2018 who are very strong.

SIP46 DATES OF FUTURE MEETINGS

46.1   To review the dates of meetings for the academic year – Finance Premises and Staffing Committee 26th June 2018, Full Governing Body Meeting 10th July 2018, Full Governing Body (Data) Meeting 17th July 2018.

SIP47 OTHER BUSINESS

47.1   To consider any other items of business. Behaviour Policy – governors were asked to consider a revision to the policy. The Pirate Ship model of reward and punishment works for the majority of pupils but definitely doesn't work for pupils who struggle. The naming and shaming and use of displays in classroom was deemed to cause distress and harm. They were also thought to not comply with GDPR. A new system will be introduced which is about getting rewards for keeping rules. The proposed change is based upon pupil voice as well as staff feedback. It will work on the PIP and RIP principle. Praise in Public, Reprimand in Private.

It was noted that EYFS would need a very visual reminder. Other pupils would have a tally chart in teacher's folders. There would be praise goals with certificates for achieving them. Special privileges would be a feature such as getting to go out to play first. Consequences of not keeping the rules would be logical consequences and consistent. There will be restorative practice conversations.

Team teach is still available and practiced where needed. Governors agreed to the changes to the policy.

It was agreed that an electronic copy of the new policy would be circulated.

Action – T Keenan to circulate revised electronic copy of behaviour policy

47.2   School Policies – K Smith and B Vickerage had reviewed the list of statutory and non-statutory policies. It was agreed that A Blench will ensure that all statutory policies are made an agenda item at the point when they fall due for review. A Blench

to remind the author of the policy when this was coming up so that they can submit a revised policy for approval by governors.

Action – A Blench to plan policy review and collate policy documents

SIP48 CONFIDENTIALITY

48.1   To determine any confidential items – none identified