

**MEADOW VIEW PRIMARY SCHOOL
MEETING OF THE SIP CURRICULUM
COMMITTEE
23RD JANUARY 2018 AT 4.45PM**



MINUTES

**Present – J West, T White, J Newbolt, A Boyle, D Everett
In Attendance – A Blench, T Keenan, H Webster**

SIP20.APOLOGIES FOR ABSENCE

20.1 To accept apologies for absence. Apologies were accepted from K Smith and K Bromley.

SIP21.DECLARATION OF PERSONAL AND BUSINESS INTEREST

21.1 Individual governors to declare any personal or business interests on any item On the agenda. No items of personal interest were declared.

SIP22.MINUTES OF THE PREVIOUS MEETING

22.1 To review and approve the minutes of the last meeting held on 14th November 2017 - attached. The minutes of the previous meeting were approved and signed by the chair.

22.2 Matters arising –

* H Webster to return to the committee in the spring and cover writing strategies.

H Webster presented to governors the strategies that school is using for SPAG. Pupils practice writing every day from foundation through to Year 6. The activities are age appropriate using things like whiteboards, post it notes, note books. There is a genre based approach which gets progressively more difficult as students' progress through the years. Writing can be peer critiqued and/or marked by the teacher. As pupils get older there is more independent writing taking place. School has the 'Big Write' scheme where pupils are given a theme or hook for their writing to get them started. School has adjusted how spelling is taught this year to give a greater focus in all literacy times. In Year 6 this is very explicit in preparation for the KS2 SATS. KS1 is looking at expanded noun phrases and there is a bigger focus on cursive writing in preparation for the requirements of the SATS. Some pupils can struggle with their motor skills and school uses specific programmes designed to help with this. Topic books now look lovely across the school and Miss Webster has noticed a big

improvement over the last few years through her own monitoring of work. H Leach and F Harrison have been trained at KS2 SATS moderators. School uses a programme called 'Rising Stars' who produce assessment test which link directly to the format of the SATS and what is expected. School recently held progress data meetings where individual pupil's progress was looked at. This enables us to identify individual pupils requiring extra help. All teachers assess and record progress data for Maths, Spelling, Punctuation, and Grammar. The spreadsheets assist in planning lessons to adjust focus in teaching according to what the data shows is needed. Rising Stars is paid for from the literacy budget and cost £5,000 at start up. Governor question – does this lead your schemes of work? The focus of the tests should match what has been taught in that half-term, but we are not teaching to the test. Governor question – would you use these tests again in September to see if there has been any regression over the summer break? Some year groups can experience this and especially from Year 2 to Year 3 and in Maths. Odd pupils regress over the summer break and this can be a feature with SEND pupils in particular. They have become comfortable with their teacher and when they return in September they have to get used to a new teacher. It can take SEND pupils longer to build if the relationship. There will be staff meeting covering reading for pleasure. Staff Meetings have been held on progression in writing, letting staff know what the expectations are in each year group/term. Governors thanked Hannah for an interesting update and for all her work in school.

* Update on ROMA and Non ROMA data after 1st data point – To be carried forward to the next committee meeting.

* D Everett to receive a copy of the online safeguarding audit - DE and TK will meet on 25/1 to review the safeguarding audit and policy

* K Smith to update and recirculate SEF with national figures for comparison – carried forward to the next committee meeting.

* Primary assessment data training course 23rd November 2017 – carried forward to the next committee meeting

SIP23.SAFEGUARDING

23.1 Safeguarding Updates. – T Keenan. Governors were given an update at the December 2017 full governing body meeting. Since then more families have moved into school with need of support. These have come from outside of the LA area. The number of CLA have increased since Christmas as well. School now has 7 CLA from 5 families. 1 family has 3 CLA. 1 pupil is new to care and has only just joined the school. 2 out of 6 are at age related or above. The others are below age related but are making accelerated progress. 3 pupils who are in the same family need social emotional needs support. This is in place and include safe places for them to use during the school day. The Virtual School has been contacted for therapeutic support. All PEPs are up to date. School has received positive feedback from the virtual school and carers. Governor's question – how is this increased workload impacting you? Are you managing? TK stated that this is more difficult this year now that she is teaching a Year 6 class in the mornings. In the two weeks leading up to Christmas she did come out of lessons to concentrate on getting support in place for these families as we didn't want to go into the two week break without this being sorted. The Year 6 pupils are still being supported well. Governor question – why are we in this situation where you have to teach this year when you didn't last year? Why do we have big classes? It was explained that each year group is 10 pupils less than before and that this impacts on staffing. There are not enough pupils or funding to facilitate an additional class/teacher. The number of pupils on CP plans has fallen

because many have now moved to the CLA category now. This has impacted on various peoples workload. Governor question – Who assists you? K Smith and Bev have taken the lead in meetings and left TK to concentrate on CLA pupils. Over the years school has seen an increase in SEND, EAL pupils. In response the staff mix has moved more towards TAs and less teachers to facilitate support 1 to 1. School has invested in TAs and included them in training and staff meetings. Governor question – are all classes large? KS1 can't be large. KS2 is between 30-32.

SIP24 SCHOOL IMPROVEMENT PLAN (D.E.P.) 2017 18

- 24.1 Update on the progress and impact of the D.E.P. – T Keenan. The DEP has been RAG rated and was displayed in the meeting. Leadership & Management – all actions have been started and are at amber. Mindfulness training has been delivered to staff and has been well received. The next stage will be training in how to use this with pupils. Governor question – how does this help? It helps teachers to remain calm, focussed and to manage their own emotions and well-being better. Governor question – what do we report to parents in terms of data? We tell them what age related is and where their child is in relation to this. Governor question – are data collections only for Maths, Reading, Writing? No we also focus on the wider curriculum e.g. Geography, PSHE. The only subject we can't give an age related for is RE as there isn't an age framework available for this subject.
- Quality Teaching and Learning – governor question- what is FACE? This is Feedback, Autonomy, Challenge, and Engagement.
- Governors suggested that the names of governors allocated to the various sub groups on the DEP were incorrect and asked that K Smith review these. Governor question – what is an aspirational assembly? It's where we look at people in history or alive today who have achieved something significant. We use our own staff as examples and try to present a diverse set of examples. This is about encouraging pupils to aspire and set goals for their own lives. Stressing that goals must be achievable and must allow allow for relapse in progress which is normal. We look at the 5 Rs including Resourceful and Resilient.
- School values have been shared and discussed with staff and pupils including British Values.
- School is looking at restorative practice as method of handling behaviour. The behaviour policy will be reviewed in the light of this. The aim being to encourage pupils to self-regulate their behaviour.
- E Safety – we have our cadets in school again this year.
- Meadow View mates is about reducing bullying and Anne Foxley Johnson will be coming onto school soon to do some training for this.
- It was noted that K Leyland name needs to be removed from the documents.
- 5.2 Helicopter stories has started in school. The stories now need backing and making into books. It was suggested that the words 'encourage staff to read books' should be reviewed as to an external person this might be misunderstood.
- ITMP means In the Moment Planning.
- 5.5 it was noted that we need to start the EYFS committee.

Actions – K Smith to review memberships of sub committees on document and also remove references to K Leyland

SIP25 CONFIDENTIALITY

- 25.1 To determine any confidential items. No confidential items were identified

SIP26 DATES OF FUTURE MEETINGS

- 26.1 To review the dates of meetings for the academic year – attached. No issues were identified with dates

SIP27 OTHER BUSINESS

- 27.1 To consider any other items of business.
A Blench showed governors the new secure area of the school website for governors to use to access documents. This is on www.meadowviewprimary.co.uk . Click on 'About Us' and then click on 'Governors'. At the bottom of the page enter the following details...

User Name – MVPGov
Password - DFES#106846

- The plan is to upload all governing body meeting documents to this area instead of emailing out each time. Governors will receive an email instead to say that the documents are available.
- 27.2 A Governor asked if it was possible to have a governors at MVP twitter account. Governors and school will think about the advantages and practicalities of this for the next meeting.