

TEACHING AND LEARNING COMMITTEE MEETING

Monday 27 th February 2017		13.30	Dartington C E Primary School		DRAFT MINUTES			
<i>Attendees</i>	<i>Initials</i>	<i>Category of governor Any office held</i>	<i>Time they joined/left if not present for full meeting</i>	<i>Attendees</i>	<i>Initials</i>		<i>Time they joined/left if not present for full meeting</i>	
Tony Gregg	TG	Foundation (Chair)		Jill Mahon	JM	Headteacher		
Lucy Woollett	LW	Parent		Abigail Read	AR	Parent		
Martyn Johnson	MJ	Foundation		Amelia Poore	AP	Staff (Vice Chair)		

Apologies	Initials	Reason (Category of Governor)
Michael Potter	MP	Co-opted
Anne Lamble	AL	Co-opted
Joanne Tisdall	JT	Co-opted

Absent without Apology	Initials

In Attendance	Initials	(anyone who is not a governor/associate)
Yvette Elliott	YE	Clerk

Minutes to
All Governors
School Web Site

Documents shared or referred to:

- EYFS & Year 1 Action Plan (updated Spring 2017)
- Anonymised Maths Assessments and Mock Phonics Screening Check
- Anonymised Reception & Year 1 Phonic Progress tracking sheet
- Anonymised On-entry starting point summary 2016/17
- DfE EYFS profile results in England 2016
- 2015-16 Data Profiling
- Data Protection Policy (DCC, V.7 - 20/12/13)
- Policy Statement on Sex & Relationships Education (SRE)
- DfE Policy Statement: Relationships education, relationships and sex education, and personal, social, health and economic education (March 2017)

Agenda Number	Details of discussion	Decision or action
1 & 2.	Apologies.	Accepted
3.	Declaration of Pecuniary or Business Interests.	No new interests declared.
4.	Minutes of the last meeting, held on 27th February 2017. TG informed Gov's that an additional meeting will be scheduled in July so that the focus of this and the next two meetings can be on EYFS, KS1 and KS2 respectively.	Approved and signed by the Chair.
5.	<p>EYFS</p> <p>EYFS Action Plan was shared with all.</p> <p>JM reported that Foundation is measured separately from KS1 and 2. As a school we are very lucky to have a Nursery (F1) attached and between this and our Reception class (F2) we cover the EYFS within a single area. We are our own admission body for F1 (& have our own admissions policy), but DCC manages all other admissions from F2 upwards.</p> <p>The Nursery provides an income stream and parents are entitled to 15 hours of funding for their 3 and 4 year olds (increasing for some families to 30 hours from September). From the income figures it is not immediately apparent how many children are attending sessions (e.g. 10 x 2 sessions = 20 x 1 session). <i>AR asked if parents have to pay for lunchtime if their children attend both morning and afternoon sessions in Nursery?</i> JM: No, just pay for any meals taken.</p> <p>Not all of the children starting F2 in September came through our Nursery and some Nursery children are not starting school here. Tours for new starters to the school are ongoing.</p> <p>Rainbow Room accommodation for F1 is a very large space and has direct access to the outdoors. LW confirmed that as a parent, this space makes Dartington stand out for Early Years provision.</p> <p>Our Pupil Admission Number (PAN) is 45, but last year we had 19 for F2. An awareness of local birth rates is important for planning ahead as staffing and budget setting needs to be led by pupil numbers. <i>AR asked when we expect to know the 2017 admission numbers?</i> JM confirmed that County provided an initial list just after Easter, but these numbers always change. JM and Angie are working together to try and confirm this ASAP by contacting parents. As Sian is on maternity leave currently, JM is standing in as Leader and Katy Mackintosh, an NQT, was recruited last September on a temporary contract to cover maternity leave. <i>AR asked what support is provided for NQTs?</i> There is extra release time and a mentor. Katy is</p>	JM to share known intake numbers when available

<p>moderating outcomes and managing the EYFS and Year 1 curriculum. Anne Hudson, Early Years and Assessment Advisor (Babcock), was invited into the school with costs supported by Thrive income, "Championing the Children" was a document sited as being key to helping us focus on what the Dartington Disadvantage looks like. <i>TG asked how many children fall into this group?</i> JM confirmed that it varies by year group but is approximately the same amount again as pupil premium children. There are a number of 1:1s in this class. An EYFS Action Plan has been developed with support from Anne Hudson. <i>AR asked if the plan is to continue procuring Anne's services?</i> It was agreed that she has offered very good value for money and some of her time has been budgeted for, in addition to some new EYFS resources from Thrive income. She will next be visiting in June.</p> <p><i>LW asked if shared PPA time is good practice?</i> JM confirmed that it is but this is not always possible here and in other schools. Staff meetings are used more as shared planning time but this does reduce development time.</p> <p>Due to mixed age classes, there are some Year 1 children in F1 who require separate assessments and so it is key that there are good links with the KS1 Leader and consideration is given to the Year 2 Assessments moving forward. There are no more than 30 children in an F1 class. Angie has been asked to prepare information about pupil numbers and session booked for F1 for comparison with income.</p> <p>The EYFS Strengths & Weaknesses sheet (2015-16) was shared and discussed. Looking at the number of children not reaching a 'good level of development' there was a clear link with erratic or part-time attendance.</p> <p>DfE EYFS profile results in England 2016 were shared as these figures will be used to compare our current year. An Anonymised on-entry starting point summary for Reception 2016/17 was also shared (current F2 children). <i>AR asked if the children are assessed by birth dates as well as school year?</i> These factors are taken into consideration and EYFS development is covered by broad 'age in months' categories.</p> <p>The impact of teaching can be demonstrated by comparing Spring 2 (April 2017) results with the entry results and seeing how many children have moved into typical age bands. At the end of the year, a percentage can be recorded for the number of pupils that have: a) not made enough progress; b) made typical progress; c) made rapid progress, and d) made good progress.</p> <p>Phonic Progress tracking sheets (anonymised for Reception and Year 1), Maths Assessments and mock phonics screening checks</p>	<p>JM to share F1 sessions/pupil numbers/income data when available</p>
--	---

	<p>were shared.</p> <p>Moving forward: 30 hours of funded childcare for working families is being introduced nationally from September, Angie is collating pupil data, JM is overseeing staffing, pupil progress and attainment which will be analysed, benchmarking will need to take place and the EYFS Action Plan will be evaluated and updated.</p> <p><i>LW asked if we have grounds to go back to DCC and ask for an extension to our deficit reduction period?</i> This was thought unlikely as all schools are receiving reduced funds this year. MJ offered funds from his charity if required.</p> <p>JM reminded the committee that our job is to create the best model for teaching and learning in order to provide the best possible education for our children.</p>	
6.	<p>Ethos Committee</p> <p>TG has put a notice in the school newsletter but has not had any parent feedback. Penny Burnside, Diocesan Board of Education, sent a questionnaire which JM has responded to informing the Diocese of our plans for this committee. It is agreed that the focus of an Ethos Committee needs to be what makes this school so unique, our Christian Distinctiveness, inclusive approach and British values.</p> <p>JM reported that the SIAMS inspection will be changing so she is keen to link the Ethos Committee with the new CofE Vision for Education.</p>	<p>TG to continue efforts in creating an Ethos Committee</p>
7. 1 2	<p>Safeguarding & Attendance</p> <p>1 Safeguarding continues to be a focus and there is a high level of need. Monitoring is good and another child has today been moved into Child Protection, bringing our current total to 3 children.</p> <p>2 There were significant levels of illness absence before Easter but many of these children were in Reception, and these figures are not included in general school statistics. AP is assessing current data later this week.</p>	<p>AP to share attendance data analysis when known</p>
8. 1 2	<p>Policies</p> <p>1 The DCC Data Protection Policy was ratified by Governors. YE confirmed that Marea continues to renew our subscription to the ICO each year as a cost of approximately £35 and this is included in the budget for 2017-18.</p> <p>2 The school's SRE Policy was ratified by Governors.</p>	<p>YE to update both ratified policies</p>
9. 1. 2. 3.	<p>Matters Arising</p> <p>1. <u>Computer policies</u> - The policies presented by Jamie Wright at the last meeting need signing off by Governors.</p> <p>2. <u>Share updated Development of Governance</u> - Done.</p> <p>3. <u>Next new family meeting date</u> - AP reported that there are</p>	<p>YE to speak to JW</p> <p>AP to share date for</p>

DARTINGTON C E PRIMARY SCHOOL AND NURSERY

4.	currently no new families so the next meeting is likely to be after half-term and she will keep Governors informed. <u>Volunteers Policy updates</u> - Done.	meetings when known
11.	The meeting closed at 3.05pm and the next meeting is on Tuesday 20th June 2017, 1.30-3pm. An extra meeting will also take place on Friday 7th July 2017, 1.30-3pm.	