

STANDARDS & CURRICULUM COMMITTEE MEETING

Friday 7 th December 2018	9.30	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>Category of governor Any office held</i>	<i>Time they joined/left if not present for full meeting</i>
Amelia Poore (Chair)	AP	Co-opted		Jill Mahon	JM	Headteacher	
Amina Abdellaoui	AA	Staff		Lucy Woollett	LW	Parent	
Abigail Read	AR	Parent		Donna Hamet	DH	Co-opted	

Apologies	Initials	Reason (Category of Governor)

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:

- Primary Inspection Data Summary Report (26/11/18)
- Example Data Sheet (Year 6), anonymised
- Summary sheet of progress & attainment (Year 6), anonymised

Agenda Number	Details of discussion	Decision or action
1 & 2.	Apologies.	Accepted
3.	Declaration of Pecuniary or Business Interests. None	
4.	Minutes of the last meeting, held on 12th October 2018. Reviewed and approved. DH was appointed as the new committee Vice-Chair.	Approved and signed.
5. 1 2 3 4	USF Partnership – what's the difference? <u>Leadership:</u> JM and Martin Harding (MH) have been working closely together and members of the USF team are spending 5 half days a week in the school. This is having a positive effect and systems such as behaviour and the marking policy have been embraced by teachers. The LA report states that the impact is not yet rapid enough but the school is moving in the right direction. It was acknowledged that there is still much to do. <u>Teaching & Learning:</u> The assessment system wraps around teaching and learning. The marking policy intertwines with data - are the children achieving the targets they are set? Good subject knowledge and strong teaching, including differentiation, drive success. Consistent application is the challenge for Leaders. AA gave an example of observing each other's phonics teaching with Sophie. AR asked if this practice is happening across the school? JM confirmed that different staff are working on specific areas that need addressing. USF and the LA gave slightly different feedback (LA is only a snapshot). AR asked if the USF feedback is more constructive, particularly for staff morale? JM stated that the school needs to receive honest messages in feedback, but are being pushed hard to make rapid change and at the centre of this are staff who are trying to manage their workload and required changes. Staff support each other and DH and AA confirmed that this works positively across the school. <u>Achievement:</u> Governors moved to Part 2 minutes. <u>Behaviour & Well-being:</u> A significant impact on behaviour was noted as a result of the USF behaviour policy. AA stated that learning behaviour is very good and was not brought up in the LA report (which it was previously). AR confirmed that this has also been observed on Lead Governor visits. JM stated that differentiated learning and engaging lesson will help pupils to have the right learning behaviours.	
6.	Assessment & Data Processes JM shared an example data sheet (Year 6). Linear progress is deemed good progress, so any areas marked in red demonstrate slowed progress. Pupils could be achieving outcomes below	

	<p>national average but making expected progress, eg a SEND pupil, so they would still be marked as green.</p> <p>Prior and current attainment are recorded. Higher, middle and lower grading considers date of birth, gender and attainment (in line with ASP/FFT data). Planning is now managed based on prior attainment groups to maintain expected levels of progress. Any children behind expected progress are indicative of lost learning.</p> <p>JM has shared target groups for all classes with teachers and they have then highlighted pupils that should get on-track (marked with coloured spots on the front data sheet). Gaps need to be identified for focused teaching and learning and this shows, for example, where able children need to get to greater depth to avoid lost progress.</p> <p>AR noted the challenge in getting pupils from low starting points up to the national average, but asked if progress can be seen between data drops? Staff will want to see this, but assessments must be honest. Updated assessment sheets will be brought back to S&C.</p> <p>LW stated that the SENCO is looking at Year 3/4 to investigate if there may be undiagnosed SEN. JM confirmed that the school is looking at strategies, including observations to ensure there are no gaps.</p> <p>JM shared the ASP data dashboard which gives areas to investigate, and information was in line with previous understanding of outcomes. Governors will take this data away and review for the next meeting. JM reminded Governors that this is historic data, but still a useful document.</p>	<p>JM to bring updated assessment sheets back to S&C for comparison</p> <p>Governors to review ASP data for next meeting</p>
<p>7.</p>	<p>Committee and Lead Governor Priorities</p> <p>The data packs shared by JM will give Lead Governors a clear steer on the areas that need questioning. Everyone was reminded to use the SIP and LA Report to help focus visits.</p>	
<p>8. 1 2</p>	<p>Safeguarding & Attendance</p> <p><u>Attendance</u> - Current attendance is below 95% but updated figures were not shared. Medical evidence is now being chased up. JM reported that attendance continues to be a challenge. DH asked if parents are forthcoming with medical evidence? Not yet, but this is a new system and JM liaises with parents where pupils have had more than 5 illness absences. AP reminded Governors that the school is tracking attendance so it will impact on attainment and progress.</p> <p><u>Safeguarding</u> - Level 2 Safeguarding training took place yesterday and Governors, MTAs, Catering staff, Volunteers and TAs attended. YE to share a list of attendees. LW highlighted that kitchen staff identified some training needs and Sarah Cate will be following this up - review at next meeting.</p>	<p>YE to share a list of attendees at training</p> <p>Agenda item</p>

9.	<p>Strategic Questions</p> <p><i>Can JM report a clear indication of progress towards meeting targets & objectives in the SIP? The first page of the SIP has year group targets and MH has suggested including national averages here too. JM uses current data and will update this every time there is a data drop.</i></p> <p><i>AA asked if all staff have received feedback and recommendations from the LA report? JM confirmed that Leaders have had the Report and are feeding back to other staff on teaching and learning for focussed improvements.</i></p>	
10. 1 2	<p>Matters Arising</p> <p>AP to share updated SIP for sharing with Governors. A further GAP review should be arranged for Spring Term.</p> <p>Ratified policies have been updated and filed.</p>	AP - Arrange GAP review in January
11.	<p>Actions, Question and Next Steps</p> <p>Current and new data drop figures to be brought back to S&C together with percentage changes between the two.</p>	
12.	<p>Evaluate Impact on School Improvement</p> <p>Governors are undertaking much more focused work and asking strategic questions.</p> <p>Governors are clear about the school improvement that is required and the data from JM provides vast information and clarity - Governors now need to familiarise themselves with this.</p>	
13.	<p>Next meeting will be delayed by a week to Friday 1st February 2019 at 9.30am.</p> <p>The meeting closed at 11am.</p>	