



New York Primary School
Federated with
 Frithville Primary School

Minutes of the Standards & Curriculum Committee Meeting held on Thursday 5th June 2014 at Frithville Primary School

Members of the Committee:

<u>Name</u>	<u>Governor Type</u>	<u>Position on Committee</u>	<u>Present/Apologies/Absent</u>
Mr B. Foster	Parent		AP
Mr P. Bargh	Staff		P
Mrs S. Boxall	Staff		P
Mrs D. Picksley	Staff		AP
Mrs A J Sidwells	Parent		P
Mr A. Shaw	Parent	Acting Chair	P

In attendance: Mrs A. Saxton, Clerk to Governors

The meeting commenced at 6.10 pm. It was quorate. Mr Shaw welcomed everyone to the meeting.

1/ **Apologies for Absence:**

Apologies for absence were received from Mrs Picksley due to health issues and Mr Foster due to work commitments. It was resolved to accept these as authorised absences in respect of the above attendance record.

2/ **Declarations of Interest for Matters to be discussed at this Meeting:**

None were declared.

3/ **Minutes of the Standards & Curriculum Committee meeting held on 27th February 2014 at Frithville Primary School:**

a/ **Accuracy:**

The minutes of the meeting held on 27th February 2014 had been circulated to all Committee members in advance of the meeting. Members confirmed that they had received

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and read the minutes. It was resolved that the minutes represented a true and accurate record of the meeting held on 27th February 2014. Mr Shaw signed and dated the minutes.

b/ **Matters Arising:**

There were no matters arising.

4/ **Head Teacher's Report:**

Mr Shaw invited Mr Bargh to present the Head Teacher's Report. Mr Bargh issued the report and Governors were given time to study the information. A copy of the report is filed as Appendix A.

i/ **Pupil Progress:**

Pupil progress analysis reports for Term 5 for both schools were presented. The data includes Vulnerable Group Analysis; a breakdown by Year Group for progress in reading, writing, English, and Maths and an overall score; an EYFS pupil progress summary; and expected outcomes at the end of 2013/14 academic year. Data is colour-coded for ease of reference (green = above target, blue = below target).

Mr Bargh gave the following verbal update:-

Frithville:

Many scores are close to 3 and by the end of the year will be over 3. The results are very good. Some pupils are joining the school with "inflated" scores due to the quality of assessment and moderation at some other schools. A general discussion on this matter took place. Year 6 pupils are making very good progress. There are very good scores for writing as extra work was undertaken in this area last year. Mr Bargh stated that he had confidence in the teachers' monitoring and assessment capabilities. Moderation work has been done with other schools.

New York:

Figures, again, are very good. All pupils are doing well. SATs went very well this year. Over a 4 year period, some pupils have made 12 levels of progress which is excellent. It is possible to drill down into the progress levels to show how individual pupils joining or leaving the cohort affect the scores. One new child has joined Year 3 at New York. Reception will have eight pupils coming in September.

Current data 2013 – 14 (KS1/2 on target – end of term 2) can only be recorded if a pupil makes three levels of progress. Decimal points are not permissible. The last lot of data will be available on 18th July and results on SATs will be announced at the Full Governors meeting in September. Current data will be available every full term.

A comprehensive discussion took place on the most suitable times for Standards & Curriculum Committee meetings, bearing in mind up to date data. It was agreed that there would be four Committee meetings instead of three during the academic year. The meetings would be held in September (before the Full Governors meeting), early January,

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mid-April, and early June. The meeting in June would focus on curriculum development and not data. The Terms of Reference for 2014/15 would be amended to reflect the number of meetings.

Mr Bargh commented that pupil numbers at both schools are looking very healthy. Many pupils are coming out to the schools from Boston. The schools' reputation is spreading by word of mouth. National insurance numbers of new parents are obtained when the pupils join the school. This is part of a county-wide scheme to ensure that Pupil Premium money is received for as many eligible pupils as possible.

Using the interactive TV, Mr Bargh demonstrated a new method of recording pupil progress data based on Year Group Expectations. Guidance for this method is still awaited. Pupils will be categorised as either "Emerging", "Expected", or "Exceeding". Most pupils will be in the "Expected" group. This matter is to be discussed at forthcoming meetings of the Collaborative Partnership Group and with Mrs Smith, the Educational Advisor. Mr Bargh expressed his concerns about the new method of recording progress and said that he would continue to use his current recording method alongside the proposed new method. A general discussion on this matter took place.

Using the Year Group Expectations report as an example, Mr Bargh explained that if a pupil in Year 3 is good at Maths, they are not "pushed" into Year 4. Instead, they are taught the Year 3 objectives in many different ways including using visualisation techniques. A general discussion on this issue took place. Mr Bargh explained that guidance would be needed on how to show accelerated progress. He also explained that Ofsted will no longer be grading lessons; henceforth, they will be looking at all areas including marking.

The reports to the Standards & Curriculum Committee in 2014/15 will include the Year Group Expectations figures as well as data on Spelling, Punctuation and Grammar (SPG).

ii/ Update on SATs:

For the first time, the school had a SATs level 6 candidate in Maths, Reading and SPG. The SATs went very well. There were no pitfalls. Results are expected to be on target. Thanks to those Governors who helped with the administration and invigilating.

In October, meetings with parents will be held to explain how the pupils are taught Maths and reading. This is very important to ensure that parents can assist with homework. The meetings will be advertised in the weekly newsletters.

iii/ Extended Curriculum:

A comprehensive list of extended curriculum activities was provided. It was agreed that it was a fantastic achievement for a small Federation with a small staff and that we should celebrate more what we do. Mr Bargh commented that it made for very good reading.

iv/ Safeguarding:

Safeguarding figures for both schools were provided. There were 20 Cause for Concerns at Frithville that related to 3 families. All matters had now been resolved. The racial incident at Frithville had been resolved very quickly. The parents had been shocked but were very

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happy that the school had dealt with the issue immediately. Following a question from Mr Shaw, Mr Bargh explained that "Electronic" referred to inappropriate e-mails or cyber bullying.

v/ Staff Training/Meetings:

Mr Bargh explained that all staff had been fully trained in preparation for the new curriculum in September. There is very good feedback on training at Staff meetings. Mrs Boxall commented that members of staff have dedicated a lot of time to concentrate on the new curriculum and they will be very familiar with it by September. It is very good that the teachers have had an input into it.

Mr Bargh showed Committee members a detailed 6-year curriculum plan by class, subject (Maths, English, Science, History, and Geography), term, and embedded SMSC values. This document demonstrates the teamwork amongst the teaching staff and will enable staff to plan lessons for September during the summer break. Ofsted emphasise the importance of independent learning. They will want to see the children working independently and the learning objectives in their books. A general discussion took place on teaching strategies and the National Curriculum. Mr Bargh explained that the UK is now beginning to use the Maths visualisation technique adopted in Singapore.

Mr Shaw asked if staff were getting enough training. Mr Bargh replied that staff are never discouraged from attending relevant training courses. Teaching Assistants cover when the teachers are absent. Supply teachers are not used. A general discussion took place on the benefits of this method of staff cover.

Mr Shaw followed up on Mrs Brackenbury's report findings following her interviews with pupils. Do pupils read the comments written by the teacher in their books? Children respond best to individual feedback. Children learn in different ways. There is a very good pupil: staff ratio – usually 1:7. It was noted that maybe there should be staff training to determine what is effective feedback.

There were no further questions on the Head Teacher's Report and the Committee members, led by Mr Shaw, thanked Mr Bargh for his work.

5/ Policies:

The following policies had been issued in advance of the meeting and the Committee members confirmed that they had received and read the information:-

- Able, Gifted and Talented Policy
- Drug Education and Incident Policy
- Marking Scheme
- Personal, Social and Health Education (PSHE) and Citizenship Policy
- Physical Activity Policy
- Special Educational Needs & Disabilities (SEND) Policy

Copies of the policies are filed as Appendices B – G respectively and in the Policies file.

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Committee members agreed to ratified the policies and review them again in summer 2015. Mr Shaw signed and dated the policies.

Mr Bargh explained that the SEND Policy will be changed next year.

6/ Governing Body:

a/ Vacancies:

Current Governor vacancies were advertised on the website. Mrs Virk had recently been appointed as a Parent Governor and had been assigned to the Staffing & Resources Committee.

b/ Training:

Information on the training courses provided by the CfBT had still not been received and was not on the CfBT website. The Clerk offered to chase this information. A general discussion took place on the quality of training courses and alternative suppliers to the CfBT. Mr Bargh advised that the Federation paid £4000 for 56 training sessions during the 2014/14 academic year. Training was essential for this year because of the new curriculum. A lot of information had been gained as a result of belonging to the Collaborative Partnership. A general discussion took place on the value of training courses. Mr Bargh advised that the Teaching Assistants had been on phonics training courses and these had proven to be very beneficial. He added that the majority of Teaching Assistants at the Federation are capable of undertaking a teaching degree course. Two at New York are already doing this.

7/ Any Other Business/Correspondence:

i/ Governing Body Reconstitution:

The Clerk advised that information had been received from the CfBT about the need to reconstitute the Governing Body before 1st September 2015. Governors were advised to undertake a skills audit. It was agreed to discuss this matter at the next Full Governors meeting.

ii/ Healthy Schools Award:

Mr Bargh advised that New York and Frithville had both submitted applications for the Healthy Schools Award.

iii/ Meeting Dates for 2014/15:

Dates for meetings during the 2014/15 academic year would be presented for discussion and approval at the next Full Governors meeting. Mr Bargh advised that the residential to Whitby would take place at the end of June 2015. The Clerk advised that she planned to book a holiday for mid to late June 2015.

There were no items of correspondence.

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8/ Items for the next Agenda: (Early September 2014):

Head Teacher's Report to include:

- Pupil progress data
- Quality of Teaching statistics
- Extended curriculum
- Safeguarding
- Staff Training/Meetings
- Governor Visits & Training

Approval for Terms of Reference for the Committee 2014 – 15

9/ What did this meeting achieve for the children?

The meeting concluded with a Maths challenge set by Mr Bargh. The purpose of the Maths challenge was to demonstrate the visualisation techniques in Maths which the children are now being taught. The challenge resulted in much discussion and comment.

As there were no further matters for discussion, Mr Shaw thanked everyone for attending and for their contributions. The meeting closed at 7.55 pm.

Signature of Chair

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