

ST ANDREW'S INFANT SCHOOL PUPIL PROGRESS AND PERFORMANCE MEETING

Meeting Minutes			
Date & Time	Tues 9 th June 2015	Location	Staffroom
		Attendees	Initials
		Rebecca Lewis	RLV
		Claire Byus	CB
		Monique Clark	MC
		Bridget Harrison	BH
		Michelle Long	ML
		Dave Goldsworth	DG
		Alison Lovatt	AL
		Chris Hyland	CH
			Category of Governor
			Foundation
			Staff
			Headteacher
			LA
			Parent
			Parent
			Community

Apologies	Initials	Reason for Absence (Category of Governor)

Absent Without Apology	Initials

In Attendance	Initials	Capacity

Minutes to
All members of GB
Website

Ref.		Owner/Action	Date Due
	The meeting started at 20.45		
1	Introduction and apologies – see above		
2	Declarations of interest - None		
3	Minutes of previous meeting – Agreed	ML Governor visit schedule	
4	Matters arising and not on the agenda – Survey of staff on performance management process. Update of policies on website Check of name change for committee is on website SDP will be re-written. MC to circulate SEN policy	CH Resources committee to survey staff on performance management process. ML to ask K Aldridge to update ML to check website MC to circulate SEN policy.	

	PTA to purchase library system – Junior Librarian £3K and level 3 reading books – MC to contact Potter’s Gate about what reading scheme their Year 3s use.	MC to contact Potter’s Gate about their Year 3 reading scheme.	
5	New National Curriculum Update – Baseline assessment for EYFS to be compulsory from 2016. Using software ‘Early Excellence’ £2.80 per child. Trial which may mean money is refunded. Will track progress from EYFS to Year 6.		
6	Lesson Observation Feedback – All good and 1 outstanding. NO areas of concern.		
7	Current Results Update –MC reported that assessment was still in progress. Final data to follow at full governors meeting including breakdown into specific groups in order to track progress (requested by governors).		
8	Feedback from Learning Partner visit, KS1 and EYFS moderation visits –KS1 Moderator came in during SATs period. Maths and English levels agreed. Writing - level 3s sent off for moderation, received yesterday and all agreed. EYFS moderated currently 70% GLD (Good Learning Development) and this will rise in the next few weeks. There is no gender gap. This was praised as an example of best practice. Learning Partner – was very positive on visit ref. Learning Environment – areas of development were discussed (action MC). Next Learning Partner Visit in 2 weeks focus Teaching and Learning.	MC	
9	School development plan review – Feedback from governor visits/meetings to evidence progress. No visits last half term due to handover between headteachers. Visits for this half term – RE Collective Worship – How does the assembly theme impact on the conduct of children afterwards? – RLV Writing – What are we doing to raise attainment of boys in high quality writing? AN Maths – Are we challenging children in maths through quality investigation? ML	RLV AN ML	
10	Visit Schedule for next term – TBC meeting between MC and ML to agree structure and content. Circulated to committee for agreement. MC to review interview questions on student questionnaire	MC and ML MC	
11	Policies Review – MC to review Safeguarding and Whistleblowing policies and circulate to committee for review. ML to contact Kris Aldridge to update policies on website	MC ML	
12	Items for the next meeting – to include scheduling of reports from staff ref subjects and key stages		

The meeting finished at 9:30 pm.

Detail of Next Meeting

Date &	TBC	Location	Staffroom
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Time			
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