

Newton Poppleford Primary School
Governing Body

Draft Minutes

Meeting of the Teaching and Learning Committee– Part 1 Minutes					
Date: 13.10.15	Time: 6:45pm		Location: School		
Attendees	Initials		Attendees	Initials	
Jane Fletcher	JF	Co opted	Amanda Thomas	AT	Co opted
Ceri Parkinson	CP	Parent	Stuart Vaughan	SV	Head
Apologies	Initials		Apologies	Initials	
Julia Bramble	JB	LEA	John Ridgley	JR	Co opted
In Attendance	Initials		In Attendance	Initials	
Amanda Murrell	AM	Clerk			

Ref	Action	Owner
1.5	AM to post Curriculum Team minutes on E Schools.	AM
1.6	Attendance Policy: JF to review policy for the next meeting. SV will send new policy to JF .	JF /SV
1.6	Governors wanted to know if the policy needed to be on the web site? (AM will check).	AM
1.6	AM to email the Babcock LDP protocol to CP .	AM
1.6	CP to adapt West Hill's Medical Policy for Newton Poppleford.	CP
1.7	Anti - Bullying Policy, Behaviour and Discipline Policy, Positive Behaviour Policy: SV will up -date these policies in line with recent changes regarding CPOMS.	SV
1.7	AM will ensure that the up to date Teaching and Learning Policy is on E Schools.	AM
1.7	SV will ask one of the volunteers for their comments on the Volunteers in School Policy.	SV
1.8	CP agreed to look at the definition of gifted and talented and create a whole school message.	CP

Ref	Agenda Item	Owner
1.1	Apologies: These were received from JB and JR and were accepted.	JF
1.2	Declaration of Business Interests relating to items on the agenda: None	JF
1.3	Minutes of last meeting on 23rd June 2015 These were agreed to be a true record and signed by the Chair.	JF
1.4	Matters arising from the meeting on 23rd June 2015 not on the agenda: Medical Policy: CP has looked at the policy used by West Hill Primary School. Governors need to decide whether it should be a stand - alone policy. See below for further discussion. The School Prospectus: This has been reviewed.	JF
1.5	Questions from Governors on Curriculum Team minutes: AM noted that Curriculum Team minutes need to be passed on to	JF

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	Governors.	
1.6	<p>Review of Policies:</p> <p>Attendance Policy: JF said that she would review the policy for the next meeting. SV said there was a new policy from the Education Welfare Officer. SV will send the new policy to JF.</p> <p>Flexi - Schooling Policy: Governors noted that there is a model policy on the Babcock web site. CP to review it. Governors wanted to know if the policy needed to be on the web site? (AM will check). CP asked if it should be part of the Inclusion Policy. CP suggested that the SEND Policy should refer to the Flexi - Schooling Policy.</p> <p>CP said the situation needs to be clarified regarding the school's ability to determine flexible schooling arrangements. SV said that medical reasons or transition from home schooling were possible reasons why a parent may request flexible schooling. SV said the school had to have a good reason for refusing a request, such as Safeguarding.</p> <p>Governors agreed it should be a stand alone policy and that reference to it be made in the SEND Policy. AM to email the Babcock LDP protocol to CP.</p> <p>Medical Policy: CP is to ask West Hill for their policy. Governors recommended that Newton Poppleford adopt this policy and adapt it to the school's needs. CP agreed to action this.</p> <p>Able and Gifted Policy: Governors agreed that provision for 'able and gifted' pupils was now contained within the SEND Policy and was therefore no longer required as a separate policy.</p> <p>Access to Internet Policy: SV summarised policy. JF asked staff were confident that filters were effective. AT said that they were. Governors noted that there had been no changes in legislation. The policy was adopted.</p> <p>Assessment: SV is to re-write the policy, in conjunction with staff. Governors noted that SATs for Year 6 have changed as has the way in which results are reported – now as scaled scores. SV said that changes to the Assessment Policy would be on going.</p> <p>Governor Visits Policy: Governors agreed that this was no longer needed. Governors will use the NGA Code of Conduct instead.</p>	JF
1.7	<p>Policies for Review at the Next Meeting:</p> <p>Anti - Bullying Policy</p> <p>Behaviour and Discipline Policy</p> <p>Positive Behaviour Policy</p> <p>SV will up -date these policies in line with recent changes regarding</p>	JF

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	<p>CPOMS.</p> <p><i>Sex and Relationships Education Policy</i> - to be reviewed by JF</p> <p><i>Teaching and Learning Policy</i> - AT to review the EYFS part of the policy.</p> <p>AM will ensure that the up to date Teaching and Learning Policy is on E Schools.</p> <p>SEND - to be reviewed by CP</p> <p><i>Volunteers in School</i> - to be reviewed by JR. CP queried the content of the policy. SV said it was a guidance. JF asked if a volunteer could comment on it. SV will ask one of the volunteers for input.</p> <p>AT asked where to direct parents who asked about the school's provision for more able children. SV said that Carmen Winterburn was the point of contact for parents (as SENCo). SV said that the school continued to identify children who were more able and met their learning needs in the classroom. The school also sign posted pupils to activities elsewhere, e.g. those organised by Exeter University. The school was not obliged to keep a register. CP agreed to look at the definition of gifted and talented and create a whole school message.</p>	
1.8	<p>Date of Next Meeting: Tuesday 17th November 2015. <i>The meeting ended at 7.30pm</i></p>	JF