

**NEWTON POPPLEFORD PRIMARY SCHOOL GOVERNING BOARD  
TEACHING AND LEARNING COMMITTEE MEETING**  
held at Newton Poppleford Primary School Tuesday 21<sup>st</sup> January 2020 at 5.30pm

**Present:** Bob Tubbs, Beverly Bradley, Julia Bramble, Ben McGowan, Stuart Vaughan

**In attendance:** Natalie Mann (Clerk)

**Quorum:** Quorate

Ref	Agenda Item	Action to be taken
1	<b>Apologies for absence</b> – Apologies received from John Ridgley and sanctioned by governors.	
2	<b>Notice</b> – Received	
3	<b>Declaration of business interests relating to the agenda</b> – None	
4	<b>Minutes of last meeting on 12<sup>th</sup> November 2019</b> – The minutes were agreed to be a true and accurate record of the previous meeting and signed by the chair (BT)	
5	<p><b>Matters arising from the meeting on 12<sup>th</sup> November 2019</b> –</p> <p>BT waiting for a response from the digital days with regards to STEM support for staff team meeting.</p> <p>Mental health strategy reported back at FGB, to be discussed at next T&amp;L.</p> <p>Communication survey sent out to all parents, with a response of 86%, 83% of these responses were happy for communication between parents and the school to remain the same.</p> <p>Lightening protection system alterations have been completed. Still waiting for confirmation on when the phone line will be installed in the lift. Continuing to follow the procedures and processes put in place to safeguard this. Markings on the playground are still waiting to be agreed by the DFE, SV has reported the crack on the bridge and leaks, following the recent storms, have also been reported back to the builders and currently waiting for a response.</p> <p>Online safety policy was agreed at FGB and sent out to parents earlier this term.</p> <p>BM is waiting for a response with regards to multi-media question he raised with a colleague.</p>	<p>BT</p> <p>T&amp;L COMM</p> <p>SV</p> <p>BM</p>
6	<p><b>Analysis Pupil performance dates – to include exclusions, attendance and part-time timetables</b></p> <p>Agenda item to be postponed to next T and L meeting.</p>	T&L
7	<p><b>Report on Pupil Premium and impact of interventions</b> –</p> <p>KS2 Pupil Premium (PP) attainment is above non PP children within the school and national figures. KS1 PP attainment is higher than non PP within the school but slightly below national average. KS1 PP progress is above national but below non PP with in the school. The staff continue to concentrate on monitoring the impact of the interventions and how this supports closing the gap from Year R and Year 6.</p> <p>PP funding is spent on the qualifying individual children and helps to support extra curriculum activities and subsidise trips where necessary, as well as additional support across the school.</p>	

8	<p><b>Assessment update –</b> School pupil tracker no longer exists, now using FFT ASPIRE and currently staffs are working with this change. We are continuing as a HUDDA school and trialling new tests for reading and maths, these tests are free this year and next year.</p>	
9	<p><b>Review school session times –</b> KS1 and KS2 continue to have different morning break times and a short cross over at lunch time, SV reported he has no proposals to change the session times and currently theses work well within the school at present.</p>	
10	<p><b>Equality –</b> Nothing to report at this meeting.</p>	
11	<p><b>Community and Parents Links -</b> Feedback from the communication survey was positive and a high response from parents. Primary school admissions portal has now closed and as a school we are able to view the comments made on the applications. SV reported back to governors the positive comments that have been received. Second digital live has taken place and was successful, with similar numbers to the first session. This time there was a different focus. Next digital live will be taking place on 8<sup>th</sup> February, and 14<sup>th</sup> March. BM reported that he has a good contact name at the local paper should the school want to add anything to the paper.</p>	
12	<p><b>Governors training update and feedback –</b> Babcock spring training sessions circulated to governors. Currently no governors wish to book on any of the sessions.</p>	
13	<p><b>Policies for review:</b> <b>Assessment –</b> BB reviewed with a few minor amendments. Section 9, explains the format of reports, these will be changing and this section will need to be reviewed once new format has been adapted. <b>Equality –</b> JB reviewed and asked if both sections should be included in the policy? At the back of the policy, there is an audit list and work sheets, followed by a list of questions and ongoing assessments, these tend to focus on protective characteristics, BT reported that have seen evidence on governor awareness of how we support the protective characteristics. Part 4 to be circulated to governors for next T and L meeting under equality agenda item. SV to consider adding equality plan to the website following discussion at the next meeting. <b>Outdoor Education and Visits –</b> JR has reviewed and recommended school looking at developing an in-house shorter school policy, however SV reported this is a mandatory DCC policy for the school to adopt which covers all aspects of health and safety. SV regularly attends Educational visits updates. <b>Positive Behaviour Management –</b> BM reviewed, SV reported the policy is applied differently throughout the age ranges of the school, this is documented in the policy and behaviour management is a regular discussion at staff meetings. SLT make decisions where necessary to move support to different areas in the school to support classrooms and review this impact regularly. Weekly diary meetings take place where staff can discuss incidents and put strategies in place, staff are able to ask each other for support</p>	<p>T and L – equality SV</p>

	<p>in these areas too. <i>JB asked if the system of the red and yellow card has any impact on the mental health and well-being strategy?</i> SV and BB reported they feel this strategy does not have impact at present, and any system has to have a sanction to be effective. JB suggested asking the children if they have any impact with the system that is in place. SV agreed this could be considered. All staff have received mental health training from EH4MH, SEMHT and have many different strategies to support each individual circumstances. School council have been discussing the rules of the policy and are working towards updating this. There has been a well-being week across the school.</p> <p><b>Teaching and Learning</b> – BT reviewed EYFS T&amp;L Policy and <i>asked should there be reference to transition coming into a school environment? Is the Development Matters guide still relevant?</i> SV reported yes and SV will pass BT comments forward to Mrs Thomas.</p> <p>SV to identify if the T and L policy has been superseded by the statement of intent and implementation.</p> <p><b>Volunteers in School</b> – JB reviewed, SV reported that volunteers received a welcome pack before they become volunteers and this includes the policies that are mandatory for them to read and comply with. <i>JB asked should we be considering an induction for our volunteers? Are we confident that volunteers coming in to school are adhering to our policies and how can we protect against it?</i> SV reported a brief induction takes place with regular volunteers, and staff will be monitoring the volunteers while they are in school. SV to review the policy and consider any adaptations required.</p> <p><b>AGREED:</b> BT proposed, JB seconded, all governors agreed the above policies to be ratified with minor amendments.</p>	<p>SV</p> <p>SV</p> <p>SV</p>
14	<p><b>Policies due for review at next meeting:</b>  Healthy Eating  Homework  <b>SEND</b></p> <p><b>Election of chair at next meeting</b></p>	<p>JB  BB  BM</p>
	<p>Items for next meeting agenda  Election of T&amp;L chair</p>	

The meeting closed at 7:21pm