

**NEWTON POPPLEFORD PRIMARY SCHOOL GOVERNING BOARD
TEACHING AND LEARNING COMMITTEE MEETING**
held at Newton Poppleford Primary School Tuesday 14th November 2017 at 5.30pm

Present: **Bob Tubbs (chair)** **John Ridgley** **Julia Bramble**
 Ben McGowan **Stuart Vaughan**

In attendance: Natalie Mann (Clerk)
Quorum: Quorate

Meeting commenced at 5:34pm

Ref	Agenda Item	Action to be taken
1	Apologies for absence – None	
2	Notice – Received	
3	Declaration of business interests relating to the agenda – None	
4	Minutes of last meeting on 10th October 2017 – The minutes were agreed as a true and accurate record of the previous meeting and signed by BT.	
5	Matters arising from the meeting on 10th October 2017 – STEM events are no longer available through Dr Usher from Colyton Grammar School. BT is in contact with Dr Trew of Seaton Primary that can offer half a day free support to our school, SV will put forward information to curriculum team meeting along with information about the FAB lab and proposal for a STEM week during this academic year. BM will feedback via email review on the current prospectus.	SV BM
6	Review School Performance Data – SATs results – Currently Analyse School Performance have not released the data for 2017, SV is waiting for the governor dashboard to become available. Postponed to next committee meeting.	T&L Committee
7	Safeguarding – Elliot's mobile phone policy reflects that their staff should not use their mobile phones in certain areas of the school build site located near the current school. SV will ask to see their policy and circulate to governors. JB is continuing to research policy around the use of named pictures of children and will report back at next committee. SV reported back to governors on recent training around Operation Encompass. As a school we will become an Operation Encompass school from 27 th November when the operation goes live. This is a new system brought in by the police and focuses on domestic violence. When police are called out to an incident of domestic violence and young children are within the family, officers will log the incident on a computer system, located in 3 centres across Devon and Cornwall, these centres will operate from 7:30am and the staff at these centres will contact designated safeguarding leads at the school to inform them that a child within their school has been involved / witness to an incident of domestic violence. This then prepares the school to be able to support the child at school following the incident taking place. SV will be circulating a letter to parents once	SV JB

	SV has circulated with all governors' information relating to the new GDPR legislation, to raise their awareness. This will be a key focus during the spring term with all staff and governors. Implications on policies and training will arise over the next few months. We must be compliant by May 2018.	
11	<p>Policies for review:</p> <p>Attendance – BT reviewed policy, <i>BT asked who is the governor responsible for monitoring attendance?</i> At present we don't have one at present, BT volunteered and all governors agreed. Policy recommended to committee.</p> <p>Behaviour and Discipline – Behaviour principles has been superseded by the current behaviour and discipline policy, <i>JR asked is there still circle time and is there a definition of bullying?</i> Yes circle time still takes place and the definition for bullying located in our Anti-Bullying policy. <i>JR asked is section 7.3 to 7.6 appropriate for this policy?</i> SV advised that this process is to be followed when permanent exclusions are made, there is a cross over with other policies in regards to this section, however it must still remain in this policy. <i>BT asked about changes to guidance following a recent news article in regards to exclusion and adopted children?</i> SV advised when we have an adopted child we do try different approaches before permanent exclusion. Our difficulties implementing these different approaches can be lengthy due to agencies we work alongside taking long periods of time to implement requirements before these children get the support they need. <i>BM asked is this due to funding cuts with these agencies?</i> In some cases yes this is, but sometimes it relates to the processes these agencies use. Policy recommended to committee.</p> <p>AGREED: All governors voted in agreement to ratify the above policies.</p> <p>Anti-Bullying – JB reported that the policy is fit for purpose, however felt the policy needs to be reviewed in regards to the use of language throughout the policy and reflect more about what actions the school takes, Senior Leadership Team to look at policy during next meeting. JB recommended adding the guidelines that staff are using to the policy to ensure consistency amongst staff. SV reported that parents tend to raise concerns to class teacher or SLT, if their child has been subject to any bullying. Policy to also include section on support that is offered to children who are bullying. Policy to return to committee for review once amendments are made.</p> <p>Sex and Relationship – SV to look at previous points raised by Joseph Durning and return findings to next committee.</p> <p>Collective Worship – SV will report back at next committee with reference to actions in minutes dated 10th October 2017.</p>	<p>SLT</p> <p>SV</p> <p>SV</p>
12	<p>Policies due for review at next meeting:</p> <p>Assessment</p> <p>Equality</p> <p>Positive behaviour management</p> <p>Teaching and Learning</p>	<p>BM</p> <p>BT</p> <p>JR</p> <p>BT</p>

The meeting closed at 7:00pm