

BEVENDEAN PRIMARY SCHOOL

Heath Hill Avenue, Brighton

Curriculum Standards and Welfare Sub-Committee

Minutes of meeting held on Thursday 28th January 2016

Present: Kathy Strulo-Brooks (Chair), Katie Blood, Martyn Giddens, Teresa Goble, Rhiannon Jones, Liz Wylie,

In attendance: Glenys Harries-Rees (minutes), Mark Dally (observing)

Mark Dally, the new Deputy Headteacher was welcomed to the meeting.

1. **Quoracy of meeting:** The meeting was quorate
2. **Apologies:** Rachal Daniels, Emma Warwick, Jo Whitmore
3. **Consideration of apologies:** Apologies were accepted

4. **SEN Policy**

Margot Little attended the meeting with a revised draft of the policy which had been circulated before the meeting. She made the following points:

- New requirements in the SEND Code of Practice meant that the policy needed to be updated as part of the general review
- Much of the policy has remained the same. It now covers:
 - A recognition that children with disabilities do not always have special educational needs
 - Greater emphasis on the participation of children and their parents in looking at specific needs
 - Greater emphasis on joint planning between all agencies
 - High aspirations for children over a longer age-span
- Behaviour difficulties now come under the term "Social, emotional and health difficulties" with the recognition that problematic behaviour may reflect mental health difficulties.

A governor pointed out that problematic behaviour is the presenting symptom – it is important to identify and address the causes.

- There is a clearly defined "entry point" for a child to be placed on the SEN register with clear guidance as to how children should be assessed. Equally, if a child is deemed no longer to fit the criteria laid down, they should be taken off the register

A governor asked if a child would continue on the SEN register after moving to secondary school. ML explained that transition meetings are held with each secondary school to ensure this is the case.

- There is a new section dealing with supporting pupils with medical conditions

- There is a greater emphasis placed on keeping SEN children in the classroom as much as possible, before moving to extra provision. This places a greater responsibility on classroom teachers

Asked how this will be implemented, ML said that there will be a graduated approach, with teachers being encouraged to take the lead in working on personalised learning.

- There will no longer be SA and SA+ categories. Pupils will now be on individual Education, Health and Care Plans.

Asked how transitions will be made from the old system to the new, ML explained that this will happen as annual reviews take place. It is anticipated that this will be completed by the end of the school year.

It was agreed that the final draft of the policy would be circulated with the minutes for Governors to scrutinise. It will then be brought to the next meeting for final approval.

Margot Little was thanked for her hard work on the policy and for the invaluable SEN work in the school.

5. Notification of AOB: None

6. Minutes of previous meetings

a) The minutes of the meeting held on 8th October 2015 were approved

b) Matters arising

(i) [ref item 8b)(i)] Visit to Laughton Primary

MG reported that this visit had taken place and had been very helpful in clarifying the way forward. Whereas Laughton Primary's approach to Growth Mindset involves the use of a set of learning tools, Bevendean's approach is hierarchical.

Subsequent classroom observations highlighted the fact that, while Growth Mindset is there, it has stagnated. There is a need to encourage pupils to move to higher thinking skills. Plans include the use of Blooms Taxonomy, helping children to understand the progress to the challenge zone with the use of power verbs, question starters, sentence starters.

More work will be undertaken with staff to revive the profile of Growth Mindset. MG will meet with Claire King to discuss this, alongside ways to work on displays, build in the appropriate vocabulary, and publicise Growth Mindset on the website.

On the positive side, children are showing perseverance, collaborating, applying themselves and progressing, so there are very firm foundations on which to build.

(ii) [ref item 8b)(ii)] Film about Growth Mindset

This will be considered as part of the ongoing development of Growth Mindset.

(iii) [ref item 14] Change in Terms of Reference

The agreed change had been recommended to the FGB and approved.

(iv) Approval of Pupil Premium report to parents

Following the cancellation of the meeting on 12th November 2016, this had been circulated to all members of the committee who were asked to read it and indicate their approval. Approval had been received from a quorate number of the committee and the report has been posted on the website.

(v) Home-School Agreement

Following the cancellation of the meeting on 12th November 2016, this had been circulated to all members of the committee who were asked to submit any comments or suggestions they might have. None had been received. MG explained that the SLT had simplified the document and pointed out that, as suggested at the previous meeting, it is now termed a Home-School Partnership. A short discussion indicated general agreement that it is valuable to retain the agreement, with the possibility of it being particularly useful in areas of vulnerability or poor behaviour.

7. Follow-up items from earlier meetings

(i) Mini-mentor project

Following a report on the project at the meeting of 25th June 2015, governors were interested to know if a repeat were being considered. MG was asked to talk to Elaine Soudain to gain an evaluation of the current behaviour of the children concerned (then in Year 5, now in Year 6), with a view to measuring the value of the project overall.

(ii) Independent e-safety audit

An audit was recorded in the minutes of 16th March 2015 as having been booked for June 2015. MG was asked to contact Jane Harrower, the previous Business Manager, to see if this had taken place.

(iii) Growth Mindset Day

The minutes of 16th March 2015 record a suggestion that a project be considered where a day on Growth Mindset is set aside for the whole school. The day would be pupil-led, from Reception to Year 6, involving bringing in people in from “the real world” and giving the pupils “real” problems to solve, e.g. learning about cities, planning etc.

It was agreed that, given the “relaunch” of Growth Mindset, this should be looked at as part of the rolling programme of development – possibly something that could happen in July.

8. Monitoring of the School Development Plan

MG reported that the SLT has agreed very specific milestones to set against each objective within the SDP. This enables clear tracking of progress, as well as creating a clear pathway towards the objectives. A full review will be brought to the next meeting in April.

9. Teaching and Learning policy / Marking and Feedback policy

The draft policies had been circulated prior to the meeting. MG explained that assessment had been removed from the T&L policy and now formed part of the M&F policy. He asked that governors familiarise themselves with the policies and emphasised that he would welcome feedback. The following comments were made:

- The M&F policy is a very good exemplar, bringing consistency to marking and feedback across the school
- Extending the system of pink and green marking to subjects other than English and Maths is to be welcomed
- It is important that the system does not overload the teachers, inhibiting creativity in lesson planning. A balance needs to be struck, with time being built in to the process

- Is there evidence that the marking / feedback system moves children on?
Yes, the children's books show clear evidence that this is a productive process
- The marking / feedback process should inform lesson planning on a continuous basis

10. Attendance: Autumn 2 report

MG presented the report, explaining that the SDP target for attendance is 96%. Figures for the Autumn Term, excluding travellers, are at 95%. Now that there is only one traveller on roll (the others have been moved elsewhere in the authority), figures will be closely monitored through the Spring Term.

Governors made the following comments:

- Figures for 100% attendance seem low
Yes, it does fluctuate but it is hoped that these will pick up with improvements in the weather
- Is the rewards system still in place?
Weekly certificates are given out to classes with the highest attendance
- What about 100% certificates / prize draws? In the past, local companies have contributed gifts which have been used as prizes; could this be continued?
MG agreed that this would be done and would be retrospective to the beginning of the school year
- A suggestion was made that all children who achieve 100% should receive a reward (maybe a joint visit / outing) rather than one be selected from a draw
- Are there repeat offenders contributing to the statistics?
Yes, there are and these children are being monitored
- Have penalty notices been issued concerning unauthorised absences? If so have there been any repercussions?
Yes. So far there have been no complaints to the school. Each case is dealt with on an individual basis, involving meeting with parents to assess the situation and being flexible where it is appropriate

11. Training

LW, MM and GHR are booked to attend the Governors' Conference on 30th January 2016 which is focused on Closing the Gap

LW reported that, as a governor for Homewood College, she had participated in a two-day training on attachment difficulties which she had found very helpful. Clear links to attendance records were demonstrated.

12. AOB: None

There being no further business, the meeting closed at 4.45 pm

Date of next meeting – Thursday 10th March 2016 at 3.30 pm

***** PLEASE SEE ACTION POINTS FROM THIS MEETING ON THE FOLLOWING PAGE**

Action Points from meeting of Curriculum Committee 28th January 2016

Action	When	By Whom
SEN policy to be circulated with minutes, then brought to next meeting for final approval.	10/3/16	ML / GHR
Relaunch of Growth Mindset, including consideration of film / Growth Mindset day	Ongoing	CK / MG
ES to be approached re evaluation of behaviour following Mini Mentor project	Next meeting (10/3/16)	MG
Jane Harrower to be contacted re e-safety audit	ASAP	MG/MCB
Full review of SDP to be presented at April meeting	28/4/16	MG
Presentation of certificates for individual 100% attendance plus prize draw with donated prizes to be reintroduced, retrospectively to September 2015	ASAP	MG (office staff re prizes?)
Report on behaviour on agenda for same meeting next year	1st meeting 2016/17	GHR