

**Hemingford Grey Primary School
Governing Body
Minutes of the Curriculum Committee Meeting
Held on Tuesday 14th May 2019 at 6:30pm**

Present: Ruth Burrows (Committee Chair, RBu)
Jenny Jones (Committee Vice Chair, JJ)
Kirsten Marriott (Head, KM)
Danielle Jones (Deputy Head, DJ, observing)
Helen Peat (HP)
Rick Howell (RH)
Grace Matthews (GM)
Elliot Mephram (EM, present for items 1 and 2 only)
Kathryn Miller (Clerk)

1. Welcome and apologies for absence, declarations of interest

Apologies were received and accepted from Rachel Brown in advance of the meeting. No declarations of interest were made.

2. Curriculum Presentation and Discussion

EM delivered a presentation to the governors to inform them about how English is being delivered as part of the curriculum. Data was also provided for each year group.

Question: Have you been able to evaluate our 'reading for pleasure' initiative?

Response: We will be reviewing this later in the term.

Question: Is it working well having books in the classroom now?

Response: Yes, it allows children more freedom to access them but it is also challenging for teachers to find time within the curriculum to enable them to do this.

Question: How many EAL (English as an Additional Language) do we have now in the school?

Response: Unsure of how many at present but we know that this number is rising. Their level of English is generally quite good, however we need to ensure we are prepared to support children in the future who may not already have these language skills.

Question: What is Fierce Grammar?

Response: It is a scheme we use in school which supports SPAG (Spelling, Punctuation And Grammar). It involves running different sessions which move between different aspects of grammar. It uses quick fire questions to improve children's knowledge and awareness of grammar.

Question: Have you looked into different phonics schemes and has this been budgeted for?

Response: We have explored different options and we are keen to move ahead with 'Phonics Play'. The cost is good value for money.

The Committee discussed how appropriate curriculum areas could be identified and invited to present at this meeting next year. KM feels it may work well to invite teams which are identified as part of the SDP (School Development Plan).

Signed.....Date.....

3. Minutes of the last meeting and matters arising:

a) Equality Policy Update (discussed at the last meeting of the Resources Committee) COMPLETED. RBU added a reference to a new update in this policy and the Resources Committee decided to remove Appendix 2. The policy was approved and the Clerk will update the copy on file and on the website.

Action: Clerk

b) Next governor visit

It has now been agreed at the Full Governors meeting that the focus of the next visit will be reading. The visit will take place on Friday 21st June 2019 at 9.00am. GM and JF will attend and a third governor is yet to be confirmed but will be either RH, HP or RBr.

c) SEND Review

RBU advised that Michelle Parker, Inclusion Co-ordinator, is currently reviewing this and asked for this item to be carried forward to the next meeting. **AGREED.**

Action: RBU

d) Review of the Curriculum Policy

A review of this policy had not been completed at the end of last term. Governors discussed whether it is still relevant to review it, in light of changes currently taking place in the school relating to staffing and the SDP. It was noted that staff will need time to work on revising the school's vision statement and aims over the next year. It is important for staff to have the opportunity to develop this and take ownership of it. A new school prospectus is also being planned too. It was agreed that this committee will review this in the Summer term 2020. The current Curriculum Policy will be removed from the school website and the Clerk will add a note to the policy review spreadsheet. We need to ensure we have the statutory documents relating to the Curriculum on the website, which JJ will check.

Action: JJ/Clerk

The minutes were approved and signed by the Chair of the Curriculum Committee.

4. Staff/Class Organisation for 2019/20

KM confirmed there will be 11 classes with the following staff:

- Foundation Stage – 2 teaching roles (both working 4 days a week) including 1 maternity leave cover.
- KS1 – Lead role has been appointed. There will also be 2 full time teachers. There will be 3 classes of years 1/2 children.
- Lower KS2 – Lead role has been appointed. There will also be 2 full time teachers. There will be 3 classes of years 3/4 children.
- Upper KS2 – There will be 1 Lead role plus a 0.4FTE teacher and 1 NQT. There will be 3 classes of years 5/6 children.

Question: Are we now at full capacity for staff?

Response: Yes we are.

Governors discussed the importance of considering the longer term impact on the budget if pupil numbers continue to remain low.

5. Curriculum Policy Review from JC

This item was discussed and resolved under item 3d.

6. Mobility Issues

Governors were advised that, under specific circumstances, parents of children with mobility issues can apply for a permit allowing them to park in the school car park round by the pre-school. It was felt that most parents are unlikely to be aware of this and we should look at how we can inform them about this, possibly by including information in the Foundation Stage parents pack.

7. AOB

RBu advised that the Governor Visits Policy is now due to be reviewed. It was agreed that governors attending the next termly visit into school will decide which questions in the report proforma (appendix 1) should be removed as are no longer relevant or appropriate.

Question: Are members of staff offered exit interviews when they are leaving the school?

Response: Not at the moment but it would be helpful to look at doing this in the future.

KM asked if the Behaviour Policy can be reviewed at the next Curriculum Committee meeting. She advised that Michelle Parker will soon be trained in a new restorative approach called 'Step on' which will need to be incorporated into the policy. DJ also advised that she has extensive experience of using this approach. Governors are keen to learn more about this and it was decided that RBu and DJ will speak to Michelle to see if she and DJ can attend the next meeting to inform governors about this. It was agreed that all governors should be encouraged to attend and it would be at the beginning of the meeting to make it easier and less time consuming for others to attend who are not on this committee.

Meeting closed at 7.55pm.