

Nanpean Community Primary School



Minutes

Curriculum Committee Meeting

Tuesday 20th February, 2018

Clerk to Curriculum Committee - Linda Cackett

Typed: 20.02.2018

Approved for circulation: 21.02.2018

Curriculum Committee Circulation List:

Mr A Edmonds – Co-opted – Committee Chair
Mrs C Wicks – Headteacher
Miss D Thornhill – Parent
Mrs L Watts – Foundation
Miss C Morton – Staff
Mr B Marsh - Parent
Governor Services – for information
School Office – copy for information



CURRICULUM COMMITTEE MEETING MINUTES

School:	Nanpean CP School
Quorum:	3 (Minimum – 3 Committee Members)
Chair:	Mr Andy Edmonds
Clerk:	Mrs Linda Cackett
Date of meeting:	Tuesday 20th February, 2018 at 4.30 pm
Venue:	Nanpean School – Melbur Classroom

Attendance:

Name:	Governor	Associate Member	Other (please state)	Present/ Apologies/ Absent
Mr Andy Edmonds – Co-opted – Committee Chair	Yes			P
Mr Brett Marsh - Parent	Yes			A
Miss Clare Morton - Staff	Yes			Ap
Miss Dionne Thornhill – Parent	Yes			P
Mrs Lee Watts - Foundation	Yes			Ap
Mrs Carly Wicks – Headteacher	Yes			P
Mr Matt Tonkin - Teacher	No		Teacher	P – in part
Mrs Linda Cackett	No		Clerk	P

1.0	<p><u>PE Update – Mr Matt Tonkin (PE Lead)</u></p> <p>Mr Tonkin gave an informative presentation to the committee. He explained the introduction of the funded PE and Sports Premium in 2013/2014 and how its expenditure needs to be evidenced and reported on the school website. In 2017/2018 alone, over £4 million has been invested in Cornish schools. The reason for the investment was explained, the government recommend that all children and adults should be physically active for a minimum of 1 hour each day. Recent research revealed that only 21% of UK boys and 17% of UK girls are hitting this target.</p> <p>At Nanpean, the aim is to give every child the opportunity to be active for at least 30 minutes a day and hopefully more. This is achieved through PE lessons, break and lunchtimes, daily physical activity, after school clubs and active lessons. Physically active children are healthier, and the school has a duty of care to look after their physical activity. Being physically active improves mental health and wellbeing, taking part in regular physical activity or team sports has been proven to increase levels of self-esteem, lowers stress, lowers levels of anxiety and reduces depression. Being physically active improves academic performance and has been proven by research.</p> <p>Mr Bacon, our PE apprentice, leads PE lessons and has ensured each class has two quality PE sessions a week, regardless of other curriculum commitments. The installation of playground equipment (trim trail and climbing ship) has provided further opportunities for active break and lunchtimes. There has been an increase in the number of sporting after school clubs offered, especially in KS1. Mr Bacon is deployed at lunchtime to supervise football for groups and there has been increased participation in school sports competitions, including events for KS1 also. There has been daily physical activity introduced into lessons.</p>
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	<p>There has been an introduction of a curriculum map to ensure a broad coverage in PE lessons, with a focus on mastering the fundamental skills in KS1 and giving the children the opportunity to experience a range of sports and activities throughout KS2. A new assessment framework for PE will be embedded by the summer term, with teachers working alongside Mr Bacon to complete assessments.</p> <p>The areas to develop further were identified: to increase participation in sport competitions, send staff for CPD in specified areas for development and to increase pupils' participation in external school sporting clubs.</p> <p>Questions were invited, a governor asked how parents will be encouraged to participate in a walking bus, it was explained that it wouldn't be expected that all parents actively take part in the walking bus. The Committee Chair asked how impact is evidenced for sports funding, the Headteacher explained that involvement in sporting activities is easily tracked and the SHEU survey through Healthy Schools. The Mid Cornwall Sports Network also audits school's Sports Funding impact reports.</p> <p>The Committee Chair thanked Mr Tonkin for his informative presentation to the committee.</p> <p>4.53 pm – Mr Tonkin left the meeting.</p>	
<p>2.0</p>	<p><u>Welcome and consideration of consent for absence</u></p> <p>Apologies were received, considered and accepted from:</p> <ul style="list-style-type: none"> • Miss Morton – Training Course • Mrs Watts <p>It was noted that Mr Marsh was not in attendance.</p>	
<p>3.0</p>	<p><u>An opportunity to declare any additional business or pecuniary interest/s</u></p> <p>None.</p>	
<p>4.0 4.1 4.2 4.2.1</p>	<p><u>Minutes of previous committee meeting – Tuesday 14th November, 2017</u></p> <p><u>Approval</u></p> <p>The minutes were circulated prior to the meeting. They were APPROVED as a true and accurate record of the meeting.</p> <p><u>Matters Arising – not already on the agenda</u></p> <p><u>Item 1.0 – Maths Update</u></p> <p>Governors will be reminded to look for evidence of the use of stickers in maths books during monitoring visits, the majority of monitoring visits have not taken place yet due to the increased workload for governors regarding the Headteacher's recruitment process.</p>	



5.0	<u>Policies Review and Update</u>																																									
5.1	<u>English Policy 2017-2018</u> The Committee Chair asked how the reading programme was going, the Headteacher confirmed that the motivation in the pupils has now returned. There has been a focus on the teaching of reading, the introduction of VIPER characters has refined the teaching of reading. The policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption.																																									
5.2	<u>Handwriting Policy 2017-2018</u> The Headteacher explained that the marking symbols introduced in Maths have been introduced in English also. There is a tighter focus on letter formation for RnR tasks. The policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption.																																									
5.3	<u>Lone Working and Home Visits Policy 2018</u> The policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption.																																									
5.4	<u>RSE Policy – February 2018</u> The Headteacher reported that RSE was introduced five years ago, no pupils have been opted out by their parents. The policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption.																																									
6.0	<u>Attendance</u> Attendance monitoring continues on a regular basis. An attendance summary report was circulated prior to the meeting, the Headteacher reported: Whole School Attendance to date: 95.54% (158 on roll); last meeting 95.01%. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2"></th> <th style="text-align: center;"><u>05.02.2018</u></th> <th style="text-align: center;"><u>06.11.2017</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>Rosemellyn</td> <td>Year 6</td> <td style="text-align: center;">96.77 %</td> <td style="text-align: center;">97.01 %</td> <td></td> </tr> <tr> <td>Drinnick</td> <td>Year 5</td> <td style="text-align: center;">95.29 %</td> <td style="text-align: center;">94.59 %</td> <td style="text-align: right;">Improvement</td> </tr> <tr> <td>Melbur</td> <td>Year 4</td> <td style="text-align: center;">97.30 %</td> <td style="text-align: center;">95.87 %</td> <td style="text-align: right;">Improvement</td> </tr> <tr> <td>Karlsruhe</td> <td>Year 3</td> <td style="text-align: center;">95.01 %</td> <td style="text-align: center;">93.52 %</td> <td style="text-align: right;">Improvement</td> </tr> <tr> <td>Prosper</td> <td>Year 2</td> <td style="text-align: center;">95.63 %</td> <td style="text-align: center;">94.40 %</td> <td style="text-align: right;">Improvement</td> </tr> <tr> <td>Hendra</td> <td>Year 1</td> <td style="text-align: center;">94.83 %</td> <td style="text-align: center;">93.92 %</td> <td style="text-align: right;">Improvement</td> </tr> <tr> <td>Eden</td> <td>Reception</td> <td style="text-align: center;">94.73 %</td> <td style="text-align: center;">96.33 %</td> <td></td> </tr> </tbody> </table> There are currently 20 pupils who are persistent absentees at the date of the report, this has reduced by 5 from the last committee meeting. The Headteacher has since checked yesterday and there is a further reduction of 2 resulting to 18. A lot of the cases are due to unauthorised holiday and illness, any persistent absentees are tracked, and trends identified for monitoring. There has been a fixed penalty issued to a Year 3 pupil just before half term which was paid.			<u>05.02.2018</u>	<u>06.11.2017</u>		Rosemellyn	Year 6	96.77 %	97.01 %		Drinnick	Year 5	95.29 %	94.59 %	Improvement	Melbur	Year 4	97.30 %	95.87 %	Improvement	Karlsruhe	Year 3	95.01 %	93.52 %	Improvement	Prosper	Year 2	95.63 %	94.40 %	Improvement	Hendra	Year 1	94.83 %	93.92 %	Improvement	Eden	Reception	94.73 %	96.33 %		
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	The Headteacher reported that following Mrs Dash's recent GDPR training, one thing that was picked up on was staff absence reporting. Following discussion, it was agreed that staff absence could be monitored also when pupil attendance is being monitored.	
7.0	<p><u>Data</u></p> <p>A report was circulated prior to the meeting, it was further noted that:</p> <ul style="list-style-type: none"> • The breakdown was supplied because of a governor's request, data is monitored throughout the year not just at the end. • It is a useful report to give governors an overview of each year group. Governors identified boy/girl gaps within the data, Year 6 was identified as causing concern but the Headteacher explained that it was a small year group and 6 boys with SEND. • There are not many gaps for PP and non-PP. • It was agreed more work is required to close the boy/girl gap. • The same report will be produced for each curriculum committee. • Year 6 55% combined predicted will be an improvement on last year. • Less group intervention is being carried out and more one-to-one intervention in Year 6. <p>The Curriculum Chair thanked the Headteacher for the informative report and requested key National indicators to be added next time. The Headteacher agreed to do so.</p>	Headteacher
8.0	<p><u>Pupil Premium</u></p> <p>Nothing new to report.</p>	
9.0	<p><u>Primary Sports Funding</u></p> <p>Nothing new to report.</p>	
10.0	<p><u>Committee Chair's Report</u></p> <p>Nothing to report.</p>	
11.0	<p><u>Date for next Curriculum Committee meeting</u></p> <ul style="list-style-type: none"> • Tuesday 5th June, 2018 at 4.30 pm – Miss Morton presentation on English <p>The meeting closed at 5.17 pm.</p>	

These Minutes were passed as true and accurate at the Curriculum Committee Meeting on Tuesday 5th June, 2018.

Signed: **Committee Chair**
Mr Andy Edmonds

Dated: **Tuesday 5th June, 2018**