



Present: Rupert Bagilhole (Teaching & Learning Chair), Katie Blood (HT),
Francesca Urquhart, Ian Beggs

In attendance: Fiona Keeling (Deputy HT)
Tom Way - Clerk to Governors

Apologies:

Quorum: 4 out of 4 governors were present. The meeting was quorate (at least 50% attending).

Questions from the governors to the HT and DHT are highlighted in **bold**.

1. Welcome / apologies for absence and declarations of interest

There were no declarations of interest or apologies for absence for this meeting.

2. Minutes of T&L committee meeting held on 17.01.18 accuracy / matters arising

The GB agreed that the minutes were an accurate representation of the meeting.

The following actions have been met:

- The Clerk has made amendments to the terms of reference and circulated for presentation and ratification at the last FGB meeting
- Setting a governor's school visit day was added to the agenda for the last FGB meeting (The HT will rearrange a new date after the governor's review dates are confirmed)
- FU has prepared governor visits data collation for discussion at this meeting (agreed to incorporate with the HT's data presentation in item 5 below)

Matters arising, not otherwise on the agenda:

RB will arrange a date after the meeting to come and do a book scrutiny (see previous minutes item 5).

ACTIONS

2.1 Maths Coordinator to be invited to the next meeting – **ongoing** (postponed from 28.03.18)



3. Headteacher's report – Quality of Teaching & Learning

The HT presented the current school self-evaluation form (SEF).

The HT advised that they had undertaken five school observations last week regarding the quality of teaching & learning, three of which were with Linda McMillan and two with Linda Dupret, and that Linda McMillan asserted that the quality of teaching & learning is improving.

There are highlighted areas for improvement in the report - can we be reassured that things will improve in these areas?

The HT confirmed that the LA will be putting in further support for these areas over the summer term. There was a broader discussion around this and all governors agreed that the school is committed to improvement in these areas.

It was requested that Personal Development, Behaviour and Welfare be added as an item to the next T&L committee meeting.

The HT advised that attendance is still affecting the figures in the school's reports, and that they have conducted attendance meetings with parents.

Governors noted that Leadership and Management is judged to be good on the self-evaluation form and that this had been discussed with Linda McMillan.

The HT advised that Subject Leader Development is still an area for improvement, but that this is being offset by broader Teaching Development plans in the meantime. The HT advised that Review of Governance was also highlighted and confirmed that this will be taking place soon.

The HT advised that planning is underway for the school website to reflect recent progress and to highlight particular school events. A brief discussion was had around this, and it was requested that this be added as an item to the next T&L committee meeting.

ACTIONS

3.1 Clerk to add Personal Development, Behaviour and Welfare as an item to the next T&L meeting agenda.

3.2 Clerk to add school website planning as an item to the next T&L meeting agenda.

4. Linda McMillan's report

Governors agreed that the comments in Linda McMillan's report are reflected in the SEF [*see item 3 above*], and governors noted in particular Linda's observations of the improvement in the quality of teaching & learning.



5. Data summary report presentation

RB confirmed that the aims of the SIP are reflected in the agenda notes for this item.

The DHT advised that the data summary is included in the SEF. The DHT also advised the following points:

- The school's current ARE data collation consists of December's data, and that teachers are in the process of inputting data for March.
- Data is being arranged into class profiles for each year group.
- The current school assessment system consists of teachers consulting the ARE sheet every half term and evaluating where their pupils currently are against the expected objectives (in a percentages format).

The DHT and HT explained the report system in further detail and showed how progress is measured within the report. The HT advised that this report system is helping teachers recognise what particular areas need focusing on.

The HT and DHT advised on the school's progress aims and the improvements and challenges related to this.

Do we know how the data here will translate into SATs results?

The HT advised that the school has set challenging targets for all pupils based on previous attainment and the expectation that MOST pupils should reach Age Related Expectations or above, by the end of KS2.

Governors were very pleased to note that based upon sighting of the year 6 profile sheet, there were marked improvements based on improved teaching of reasoning skills, higher expectations of individual pupils and setting of challenging targets for all, an improving sense of whole school responsibility, the very positive attendance of revision clubs (87% of pupils and at least five volunteer staff attending each time) and that support from the LA has had an positive effect on progress.

FU advised that everything discussed in this item has covered all of the areas for discussion in their governor visits data collation.

It was requested that looking at the executive data summary and progress data with reference to specific groups of pupils be added as an item on the agenda for the next T&L committee meeting.

ACTIONS

5.1 Clerk to add executive data summary and progress data with reference to specific groups of pupils as an item to the next T&L meeting agenda.



6. Arrangements for a subject leader to attend summer term meeting

The HT advised that the arrangements are in hand.

7. Annual assessment and examination arrangements

The HT advised this is all in place.

8. Urgent business not on agenda

N/A

The meeting closed at 7.28pm.

Signed*[signed copy kept in school office]*..... Chair of Governors

Date.....

The next Teaching & Learning committee meeting will be on Wednesday 20 June 2018 at 6.00pm