



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/absences for this meeting.

2. Minutes of T&L committee meeting held on 22.11.17 accuracy / matters arising

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

The following actions have been met:

- Clerk has made amendments to T&L Terms of Reference, ratified at FGB meeting on 14.12.17
- HT has looked into statutory requirements for policies for review at this meeting (see item 3 below)
- Pupil Progress, Governor Visit report and Ethos Statement/School Vision items from previous meeting continued at this meeting (see below)

Matters arising, not otherwise on the agenda:

N/A

ACTIONS

2.1 HT to circulate Maths evaluation report to governors to be discussed at the next meeting and the Maths Coordinator to be invited to the next meeting - **ongoing**



3. Terms of Reference, review points 5J-L

Point J – The HT proposed that the sub-points regarding RE, sex education and special educational needs remain here, PSHE be removed, and charging and remissions goes to the resources committee (this is already covered under their terms of reference). All governors agreed to this.

Point K – It was agreed that this would be reviewed annually in the summer term, and that the HT would provide a summary/feedback and raise any potential issues. There was a discussion around the practical method of monitoring Point K, and it was suggested that each summer term governors were to consider these issues via a learning walk in the school.

Point L – There was a discussion around the methods and requirements for ensuring that this point is adhered to. It was agreed that the child protection policy and the anti-bullying policy were to be reviewed in the autumn term, and that the effectiveness of the policies were to be decided by governors through governor visits and Pupil Voice in the summer term.

It was agreed that the Clerk would make these amendments to the terms of reference and that the document would be taken to the next FGB meeting for ratification.

Consideration of Point 5H – The school assured the T&L committee that the assessment arrangements are in place.

ACTIONS

3.1 Clerk to make amendments to the terms of reference, circulated and presented for ratification at the next FGB meeting

4. Pupil Progress (*continued from previous meeting*)

The DHT presented and explained the current set of Pupil Progress data and advised that this set contains teacher's data input for the autumn term. The HT explained that the data is being used for constructing individual progress plans where a pupil's progress may have diminished. A discussion was had around progress since the previous data set was collated, and around the nuances of the way the data is constructed and arranged.

When does this detailed analysis begin to bear fruit? e.g. the Maths ARE+ target for pupils with diminished progress is 35%; when will this be achieved?



The HT advised that in the case of Maths, pupils have been behind for several years and that the quality of maths teaching was not as good then as it is now, and that the pupil's objectives are still underway.

How confident are you in the case of Maths that the 9% of ARE+ will get to 35% by the end of the year?

The HT advised that at least half of these children (4 out of 7) will achieve the ARE+, bringing the total to 17-18%. The HT advised that there will be extra after-school maths clubs in place for pupils to practice the tests with their friends and teachers prior to the main test.

The ARE+ figures for Writing seem on track in the data, but this doesn't appear to be the case for Reading; what are the reasons for this?

The DHT advised that this is mainly due to the results from Year 1 being high and difficult to directly translate to the new results system and also that EAL children are struggling to develop the complex reading skills required. The HT added that there are some particularly difficult questions in the Reading tests.

The DHT advised that 'The Great Reading Challenge' is being introduced for pupils to see how many pages they can read in a week. The HT explained that during inset day in Easter there will be visitor training regarding whole-class reading sessions and advised that from their previous experience as a teacher this will be very helpful both in the short term and long term. The HT also advised that although the Maths club is currently essential, in the future there could be varied clubs revolving between subjects. The HT relayed recent examples of positive engagement from pupils regarding the Reading curriculum.

The DHT advised that a complete set of current data for Yr1 would be available at the end of January.

5. Governor visit report (*deferred from previous meeting*)

RB gave a brief explanation of the visit and the report.

Has the staff book scrutiny session happened?

The HT advised that it happened last term, and that there was a discussion around the outcome of the report which will be discussed further at the staff meeting next week. The HT also advised that progress sheets for pupils have been introduced. The DHT agreed that they will review this, and it was agreed that RB will come back to do another book scrutiny in the future.



6. Ethos Statement and School Vision (*deferred from previous meeting*)

The HT provided a background summary of this item, and advised that the school is looking to embed this into the school plan next year. The HT asked governors if anything should be changed in either document, and it was recommended that 'loving to be a learner' replace 'loving being a learner' in the ethos statement.

The HT advised of improvements in the day to day practice of the school ethos, specifically that a culture of patience and understanding is observed and that judgements of individuals are withheld (no more "0-60mph" culture).

Do the staff set a good example regarding the ethos statement and school vision?

The HT advised that they do 99% of the time, and where they don't then they are held accountable. The HT suggested that this area would be good to explore further next year as it will have an overall beneficial effect on all areas of school life.

There was a discussion around the previous suggestion where governors visit the school together for a day to increase their visibility amongst pupils and offer insight to the work that they do, and it was requested that a date be set for this at the next FGB meeting.

ACTIONS

6.1 Clerk to add to agenda for next FGB meeting - setting a governor's school visit day

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

The HT presented the Headteacher's report.

The HT advised that they hadn't conducted class observations since the committee last met, but that Linda MacMillan (SPA) had visited the school and had undertaken a constructive and thorough learning walk. Points of significance in her feedback were that improvements are still required in teaching & learning, particularly with pacing and teacher talk (that there should be less of this). The HT confirmed that they had relayed this to all staff in the staff meeting, and that there had been positive feedback from staff about the support being put in place to improve the quality of teaching and learning.

The HT presented the teaching & learning staff plan/report to governors outlining the support planned for the Spring term and advised that this is feasible under our current budget, and also that there might be the possibility of one to one support being provided in some cases.

There was a discussion on teaching methods concerning the improvements required above.



8. Urgent business not on agenda

FU advised that they would be unable to attend the next FGB meeting on 08.02.18 and gave their apologies in advance, and the HT confirmed that the T&L committee meeting on 21.06.18 can be moved to 20.06.18 to ensure that FU will be able to attend.

FU advised that they had undertaken several governor visits and collated the data for this, and it was agreed that this will be discussed at the next T&L committee.

ACTIONS

8.1 FU to present governor visits/data collation for discussion at next T&L committee meeting.

The meeting closed at 7.29pm.

[signed copy kept in school office]

Signed Chair of Governors

Date.....

The next Teaching & Learning committee meeting will be on Wednesday 28 March 2018 at 6.00pm