



Present: Katie Blood (HT), Tony Firmin (T&L Chair), Ian Beggs, Dan MacIntyre, Nikki Harper

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

Apologies: Francesca Urquhart

Quorum: 5 out of 6 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

Governors acknowledged the apologies for absence from FU.

There were no declarations of interest for this meeting.

2. Minutes of T&L committee meeting held on 04.12.19 accuracy / matters arising

Governors agreed that the minutes were an accurate representation of the meeting.

The following actions have been met:

- The HT has continued work on the self-evaluation toolkit for SIAMS and provided detailed updates for governors (at this meeting), and advised that they have sought further guidance on this from others and will continue to work on it (*see action 2.1 below*)
- The HT has sent a list of staff meetings out to governors
- The Clerk added the Ofsted Primary Inspection Data Summary Report to this T&L agenda (*see item 4 below*)
- The Clerk updated the T&L committee Terms of Reference and prepared the document for ratification at the FGB meeting on 11.12.19
- Governors read the Behaviour policy in advance of the FGB meeting on 11.12.19 to provide feedback if required

Matters arising, not otherwise on the agenda:

There was a brief discussion around governors attending subject meetings and how to plan which individuals will attend particular meetings, and the HT agreed to send the meeting



dates out once they had been arranged. There was also a brief discussion around how governors can engage with parents and seek their views directly, and the role of parents in Ofsted inspections.

ACTIONS

2.1 HT to fill in the self-evaluation toolkit for SIAMS by January 2020 – **ongoing (update provided at January T&L committee)**

2.2 All paperwork to be submitted to the Clerk at least 14 days before the meeting and the Clerk to distribute 7 days before the next meeting – **ongoing**

2.3 DM to provide the Clerk with their noticeboard narrative – **ongoing**

2.4 HT to send subject meeting dates to governors when they have been arranged

3. Headteacher's report – 'School at a Glance' & Data Summary

The HT presented the School at a Glance report and acknowledged that it had been sent to governors later than planned. The HT also advised that the first part of the report is useful for the T&L committee but that the part relating to the SIP (School Improvement Plan) should be presented to the FGB, and it was agreed that item 3B on the T&L agenda would be transferred to the FGB agenda.

A) Quality of Teaching & Learning

The HT advised that pupil numbers remain static, and the latest attendance data is from 16.01.20 and is at 94.75% whole school attendance, and that persistent absentee figures have gone up slightly, the latter being related to a couple of pupils going on holiday.

Are more pupils going on holiday during term time now? And is it too easy to get away with this?

The HT advised that some parents accept the £60 fine imposed upon them for their child taking holiday during term time and that this doesn't stop them, but also advised that the council are now prosecuting more parents who don't pay this. There was a broader discussion around this.

The HT advised that attendance would be at 95.3% except that there has been one pupil off on long-term sickness, and that the aim is 95% attendance. There was a broader discussion around attendance issues.

The HT advised that lesson observations are coming up soon, and that there are lots of school trips/special events going on and that these are really positive and make a difference.

Are the staff happy conducting these extra events?



The HT advised that the staff are happy for the most part, and that they appreciate the extra burden it can place on staff, but that they are generally happy doing these events.

B) Executive data summary and progress data with reference to specific groups of pupils [Autumn 2 data]

The HT explained the format of the new Autumn term data in the report, and the DHT advised that the Yr1 section is blank currently as they are still extracting the data. The HT also advised that the expected results tend to increase throughout the year.

The HT and DHT provided the following summary of key data points –

- Writing is a bit lower than expected, but this is partly due to the fact that it is harder to measure than Reading. The HT explained that the Yr5 data couldn't be assessed accurately as they'd had a supply teacher for Autumn and the full assessment is not available yet, and that more support will be given to them to help with the teaching shortfall.
- Yr6 have 32 pupils on roll, but there are 2 children who have never attended yet need to be kept on roll which has affected the data adversely (there was a broader discussion around this).
- The Phonics data relates to the children in Yr2 that didn't pass in Yr1; of the 8 of them 3 have made enough progress to pass now, one nearly has, and another 3 or 4 have made significant progress. The other years' progress has been good, and overall the school is in a much better position at this point of the year in regards to Phonics than last year.

There was a broad discussion around nursery attendance for those with disadvantaged parents and how this affects their progress/results positively at the beginning of school.

C) Subject leaders' action plans (HT update)

It was agreed that this agenda item only related to the Summer term now and would be removed as a recurring item.

ACTIONS

3.1 Clerk to transfer the Progress on the SIP item to the FGB agenda for future meetings

4. Ofsted Primary Inspection Data Summary Report

The HT and DHT presented the report and advised governors that it is produced using automated computer software, and provided further explanation regarding the format.

The DHT advised that the Maths stats have been affected adversely by the 2017 results, and also that the current Greater Depth results require improvement. The HT advised that



Grammar and Punctuation statistics have been introduced recently, and that although these don't affect the main results significantly the school will still be scrutinised on them. The HT advised that the Absence data consists of the last two academic years, so the statistics are higher, and the same with fixed term exclusions. There was a broader discussion around this.

TF asked for clarification on what 'stability' referred to, and the HT advised that it is related to pupil mobility (those joining or leaving during the school year). The DHT gave further advice on how it relates to enrolment figures at the beginning of the school year.

There was a discussion around Sickness statistics and Finance, and that the report deems the current school funding as acceptable. The HT advised upon current government funding formulas in use at the moment and the issues related to this. There was a broader discussion around this and poverty issues with pupils at the school.

There was a discussion around the Progress and Attainment trend page in the report, and the HT and DHT agreed to check this further and get back to governors with further clarification on the data.

ACTIONS

4.1 HT/DHT to provide further clarification on the Progress and Attainment data in the Ofsted report

5. Annual assessment and examination arrangements compliance with national requirements

The HT confirmed that there are no issues to report for this item and that the school is compliant with national requirements.

6. Policy Reviews

A) Whistleblowing

The HT acknowledged that they had sent this policy to governors late and advised that it is the latest version of the council model policy. Governors agreed to read this version and report back any issues via email within one week of this meeting, otherwise the policy will be signed off and presented for ratification at the next FGB meeting.

ACTIONS

6.1 Governors to read the Whistleblowing policy and report back any issues via email within one week of the T&L committee on 29.01.20, and the Clerk to prepare the policy for ratification at the next FGB meeting.



7. SIAMS self-evaluation toolkit

Governors agreed that this had been discussed earlier in item 2 and that the HT will continue to work on this.

8. Urgent Business not on agenda

n/a

The meeting closed at 7:02pm

Signed ...*[authorised electronically by Tony Firmin]*... Chair of Teaching & Learning Committee

Date.....

The next Teaching & Learning committee meeting will be held on Wednesday 6th May 2020 at 5.45 pm.