



## SHIRLEY COMMUNITY SCHOOL AND PRE-SCHOOL

### Minutes of the meeting of the Standards Committee

Held at 4.00pm on Tuesday, 14 May 2019 at Shirley Community Primary School

**Governors Present:** Nicole Went (NW) - Chair  
Jennifer Thomas (JT)  
Louisa Meynell (LM)  
Phil Henderson (PH (joined 4.20pm)  
John Cattermole (JC) - Headteacher

**Also Present:** Iain Smith (IS) – Chair of Governors and Visiting Governor  
Hannah Kidney (HK) – Deputy Headteacher  
Suzanne Wernham (SW) – Deputy Headteacher  
Nici Roe (NR) – PSHE Leader  
Jane Taylor (JT) – Equalities and Diversity Leader  
Andrew Pulham (CK) - Clerk

#### **1. Apologies for Absence**

C Murton and S Joomun had offered their apologies and these were recorded as authorised.

#### **2. Declarations of Interests**

None received.

### 3. Minutes of meeting on 26 February 2019

The committee agreed that the third sentence of agenda item 7 should be deleted in its entirety. Whilst Governors may be encouraged to attend parents' evenings in future years, this was not planned for the current year.

With this amendment made the minutes were approved unanimously and signed by the Chair.

### 4. Matters Arising

In respect of the three actions summarised in the 26 February minutes:

- Governors confirmed the two named schools had been including in Shirley's benchmarking arrangements.
- CK confirmed the standard visit recording template had been issued to all Governors.
- CK confirmed that the 2019/20 visit year plan for Governors remains a work in progress.

#### 4a. Presentations on Relationships and Sex Education and Diversity

##### RSE (Nici Roe)

NR presented her report which had been circulated prior to the meeting.

As a result of some excellent training delivered in the Spring term by members of the Cambridgeshire PSHE Service, NR suggested staff were now well equipped to deliver these areas of the curriculum to all sectors of the school community. As part of the process parents will be engaged with and invited to ask questions and to share any concerns over the school's proposals to teach these subjects. NR advised that there will be more compulsory elements to be delivered from 2020 onwards, although Shirley is already delivering many of these. She advised also that CCC is in the process of updating its RSE Guidance and that the school intends to hold off re-writing its RSE Policy until this new Guidance has been received.

NR issued part of the current RSE Toolkit to Governors which, whilst out of date in some areas, sets out the legalities and responsibilities borne by Governors.

JC underlined two key points for Governors arising from this document and the discussion:

- The teaching of RSE is about *relationships*, not sex and it can be important to deliver that reassurance to parents if needed.
- Engaging with some elements of the school community when delivering RSE can be challenging, as there can be a reluctance to allow their children to participate. This reinforces the importance of engaging with parents in advance.

Governors asked whether parents had kept their children away from such training in the past. JC confirmed that they had, which was part of the reason for having a conversation with parents now. Governors asked also if the issuing of letters to parents was compulsory. JC advised that it is not as parents will already have assented to the delivery of this teaching on their child's admission form, but that for reasons detailed earlier, sending letters can be seen very much as best practice.

Governors agreed this approach constitutes an improvement on past practice, but recognised also that the school needs to be realistic in that progress may be gradual – especially in respect of traditionally hard to reach/resistant groups. Governors agreed also that bespoke handling is essential for specific groups.

## Diversity (Jane Taylor)

JT gave a presentation concerning the forthcoming 'Diversity Week' and the 'International School Award' in respect of which she issued a handout to all Governors JT advised that the school will be seeking to apply for 'Foundation' level of the award at the end of 2019 and that this will require the school to find an international partner (or partners). It was accepted that given its international flavour, pursuing this award would be a very good fit for Shirley. JC further advised that 'Equality and Diversity Week' and 'Language of the Month' are already underway at the school and activities such as this should help equip the school to obtain Foundation Level of the award.

In respect of progressing on from 'Foundation' level, JC and JT advised that an officer of the British Council is coming into school in September to share information and advice about 'e-twinning', which is an essential element of progressing to 'Intermediate' level. They advised also that achieving this higher level award will involve the creation of links with other European schools, with the duration of those links to be determined.

JT went on to advise Governors of an assembly she will be delivering in June, which also fits in to the 'International School Award', on the subject of 'Global Citizenship'. She had been able to locate some excellent, age appropriate teaching resources, to support this work. In response to a question from Governors JT advised that the presence of corporate logos on one of the slides is to give pupils an awareness that many organisations exist already that are trying to raise awareness of these global issues.

Governors agreed that pupils should be asked to evaluate and give feedback on the week and that it would be helpful if visitors from the wider community, including parents and Governors with expertise and experience in these areas, were invited to come in and participate.

## 5. Data Governor's Report

PH presented his report which had been circulated prior to the meeting.

Areas of strength and for development as set out in the report, were discussed. Whilst it was accepted the issues in the report had been identified and discussed before, PH drew the following items in particular to Governors' attention:

- Whilst KS1 attainment is below the national average, it was significantly higher in 2018 than in the previous year.
- In 2018 attainment by SEN pupils was significantly below the national average and that attainment in KS2 was below that achieved by the school in 2017.
- In general terms Shirley's attainment percentages at KS2 were slightly below those of comparator schools, although it was noted that some were closer to the local authority average.

JC and HK confirmed that the findings in PH's report matched their experience in the school during 2018, which had included a particularly challenging cohort.

JC confirmed that, simply put, the school's aim in this area is to reach at least the national average in all areas currently assessed.

Governors asked for their thanks to PH for his preparation of such a comprehensive report to be minuted.

## **6. Monitoring of Standards**

### **Attendance**

HK took Governors through her report which was tabled at the meeting.

Governors noted that whole school attendance had fallen from 94.2% at the end of January to 93.8% at the time of this meeting. The high and growing percentage of persistent absences was also noted.

JC reminded Governors that the school's aim is to achieve an attendance rate of 96% excluding Travellers, with there being an 85% target for the Traveller community.

Reasons for absence as recorded on the MIS were discussed and Governors noted that unauthorised absence levels at Shirley were actually lower than for other schools in the area.

HK and JC talked Governors through the steps that have been and are being taken to address absence issued, after which Governors asked a number of questions:

Q. The 'persistent absence' figure is high and seems destined to go higher. Why is this?

A. JC and HK advised that this is due primarily to a propensity for the Traveller community to go travelling towards the end of the summer term. Whilst the percentage starts relatively low in the autumn term (17%) it is inevitable that this will increase for the above reason. Whilst the school aims for a 'persistent absence' percentage of no greater than 20% it stands currently at 20.3% and is likely to rise for this reason.

Q. How many of the 80 pupils identified in the report as being on the persistent absence register are from the Traveller community?

A. This is not known at present, but a breakdown will be provided at future committees.

### **Curriculum**

JC took Governors through the report prepared by Sophie Harris which had been tabled in advance of the meeting.

Activities undertaken and planned were discussed and Governors had no questions on this item.

### **Pupil Premium Update**

HK offered an oral update and confirmed that she and LM are due to meet on 20 May to discuss the implementation of a monitoring plan.

## **7. Safeguarding**

This matter had been discussed at recent meetings of the Standards and Resources committees and Governors therefore agreed to delete this item from the agenda and to instead receive a report on 'Targets'.

## Targets

### KS2 Targets - 2019

HK took Governors through her written report which had been tabled before the meeting.

In response to a question from Governors HK confirmed that no pupils had been withdrawn from SATS this year. HK further advised that the school expected its outcomes this year to be very much in line with the national picture.

Governors agreed that the numbers presented looked very encouraging.

### KS1 Targets – 2019

JC gave an oral update on the position vis a vis KS1.

The percentage of pupils who had achieved the expected standard by the end of March was as follows:

Reading	54%	(63%)
Maths	43%	(48%)
SPaG	42%	(48%)

JC advised Governors of a significant number of pupils who are currently very close to the threshold and can be regarded as likely to achieve it. With these pupils included the percentages are likely to increase in all areas (as indicated by figures in brackets, above).

## 8. Inclusion

SW gave Governors an oral update. Governors were advised that transition work for SEN pupils was scheduled to start after the summer half term, that a briefing for TAs to discuss transition arrangements was also planned and that she and colleagues were starting to plan TA deployment for the 2019/20 academic year.

Three EHCPs were in the process of being applied for by the end of the summer term, with one of these in an advanced state of preparation. SW further advised that two additional children with EHCPs had joined the school and confirmed that the requisite funding had followed each child. Five additional pupils have joined the school who require 1:1 support and in these cases additional funding has not been received; nevertheless appropriate measures have been able to be put in place for each child.

Governors were advised that a new TA would be starting work in the pre-school after the summer half term and that the school expected numbers attending the pre-school to be higher than ever before, from September onwards.

Members were reminded that a full report on inclusion issues will be brought to the Summer 'B' Standards Committee.

## 9. Equality and Diversity

These matters had been covered earlier in the meeting.

## 10. Governor Visit Report – Maths

JT took Governors through her report on a maths visit she and MB had undertaken on 21 March. Governors noted that much positive practice had been noted and recorded.

## 11. Updates from CCC

CK advised the committee of advice in a meeting with CCC that he had attended that morning that the County Council is about to revise and re-issue a new model complaints policy, following their receipt of new Guidance from the DfE. It was agreed this is timely, as the school is about to review its policy in this area.

CK advised the committee that once again CCC had mentioned the revised Ofsted inspection arrangements that are due to be put in place from September 2019 and JC advised presentations to all staff and Governors are to be scheduled for October.

## 12. Policies for Review

HK tabled a revised Home/School Agreement and took Governors through the changes that had been made. Governors approved the revised policy with one amendment – the removal of the date for the school's Mission Statement (2019). This document will be issued to parents/guardians of children joining the school from September.

Governors asked for their thanks to HK for all the work she had done in the preparation of this policy to be formally minuted.

## 13. Date of Next Meeting

The date of the next Standards Committee was confirmed as Tuesday, 2 July at 4pm.

The meeting closed at 5.45pm.

I confirm that at a meeting of the Standards Committee held on 2 July 2019 these minutes were approved and agreed as being a true and correct record.

Signed.....

Position.....

Date.....