

MINUTES of a meeting of the Teaching and Learning Committee of  
 Parc Eglos School held at the school on 26th January 2016 at 4.00pm

PRESENT:                    Mr Marc Talbot (Chair)  
                                  Mr John White  
                                  Mr Dave Reynolds  
                                  Mr Stewart Paterson  
                                  Mr Brett Dye (Head)  
                                  Mr Andrew O'Neill

IN ATTENDANCE:        Mrs Jayne Banner (Deputy Head)  
                                  Mr Chris Powley (SENCO)  
                                  Mr Luke Haslam (Clerk to Governors)

		ACTION
1.	<p><b>APOLOGIES AND AOB</b></p> <p>No apologies were received from Mrs J Worsdell.</p> <p>Governors heard that Lt Cdr S Laurence's term as an associate had ended, Chair of Governors agreed to consult on whether Lt Cdr Laurence wished to return to the board.</p>	JW
2.	<p><b>DECLARATION OF BUSINESS AND PECUNIARY INTERESTS</b></p> <p>No additional interests were declared at this meeting.</p>	
3.	<p><b>MINUTES OF THE LAST MEETING 24.11.2015</b></p> <p>Minutes from 24.11.2015 were agreed as an accurate record and signed by the committee chair.</p>	
4.	<p><b>MATTERS ARISING FROM THE PREVIOUS MINUTES</b></p> <p>Physical Education action plan inclusion in SDP ongoing,</p> <p>4. Coaching project feedback - governors heard the project was now established, involved 8 children with plans to roll out to all Y5 pupils. Y5 working with Y3 this term, summer term to include all of Y5 and also Y7 working with Y5. Long term plan to keep the same year groups working together in coaching, i.e. Y6 &amp; Y4 working together next year.</p> <p><b>Governors asked how effectiveness of the project was being judged, BD indicated the topic had not yet been set but hoped to use an easily measurable subject, meeting with project lead at HCC to discuss.</b></p> <p>BD/JB/VO now lead coaches, plan to train all staff in coaching by the end of 2017.</p> <p>5. Governor categorisation on Self Evaluation Tool updated to "at risk".</p>	

	<p>6. Governors heard that the chair had met with JB regarding governor visits and the SDP, JB had developed additional pages for the SDP and distributed examples, five priorities now have sections at the back of the SDP.</p> <p>BD added that a full evaluation of the TA staff had been completed with Nursery staff to follow the same process a week later, focused on needs, strengths and areas for development.</p> <p>Governor visit format being reviewed, the Chair indicated he would be trialling a new system with the aim of rolling out to all governors for the summer term.</p> <p>8. BD reported to governors that he had identified a school who had great success in Phonics, Mrs Tonkin would be visiting with Trewingie Infant School. <b>Governors asked what the impact of this would be?</b> BD indicated he felt sharing practice from experienced staff would help his staff ensure they were approaching the subject in the best way. <b>Governors asked if there were any concerns about staffing in this area?</b> BD responded absolutely not, very confident in the staff working in those classes.</p> <p>Mr Chris Powley joined the meeting to report on SEN Support results discussed at the previous meeting, he indicated the results were from a relatively small sample size and as such could be offset by 3-4 children with significant social and emotional needs who have dedicated provision and support in school. Progress for the other children in SEN Support was strong and the school are working with the support of Neil Goddard (CC Behaviour Support) to focus on the fundamentals of safety and wellbeing for those children who need additional support. BD suggested monitoring SEN support results in KS2 as more data becomes available. Mr Powley left the meeting after his report.</p>	
5.	<p><b>SELF EVALUATION AUDIT TOOL</b></p> <p>To be reviewed once new dataset is available.</p>	
6.	<p><b>SCHOOL DEVELOPMENT PLAN</b></p> <p>Discussed under Matters Arising, Governors thanks Mrs Banner for her work on the SDP.</p>	
7.	<p><b>PUPIL PREMIUM</b></p> <p><b>Governors asked to ensure the pupil premium statement on the website was accurate and up to date.</b></p> <p>JB updated governors on the service premium:  attended supporting service families group held by Cornwall Council  Held a tea party before December deployment, hoping to hold regularly.  Don't want to raise the group's profile too much but aim for families to know that support is available.</p>	
8.	<p><b>PUPIL PROGRESS</b></p> <p>Governors had previously attended a staff meeting with Jason Hurr for the Spring data update, however what had become apparent through this was that miscommunication over data had meant autumn progress appeared less positive than expected (autumn actual</p>	

	<p>progress provided where projection based on autumn progress was expected), reassessment being undertaken over the Spring Half-term.</p> <p>Governors voiced their concern about being unable to track progress at this point in the year, agreed to review it at the next Teaching and Learning meeting. BD suggested sharing with the chair as soon as the report becomes available.</p> <p>Governors discussed the trust assessment review circulated prior to the meeting, BD indicated he felt this was important to consider with the cooperative MAT a future possibility.</p>	BD/MT
9.	<p><b>ATTENDANCE REVIEW</b></p> <p>Governors were presented with a report showing attendance trends over the last 3 years, latenesses and persistent absentees (under 90% attendance) highlighted at recent inspection as an area for improvement, 39 children currently in that category. Admin and new Attendance coord meeting to address this issue. Governors conscious that individual circumstances are important to consider.</p> <p>Governors asked if long term medical absences were receiving support, mostly these represented periodic absences over a period of time rather than a single period, however pupils may receive support from the school or hospital education service with managing long term absences.</p> <p>Governors requested feedback at the next meeting and an indication of progress achieved.</p>	LH
10.	<p><b>DATE &amp; TIME OF NEXT TEACHING AND LEARNING MEETING</b></p> <p>The next committee meeting was agreed for Tuesday 19th April at 4.00pm</p>	
11.	<p><b>ANY OTHER RELEVANT BUSINESS</b></p> <p>BD shared feedback from the recent TA evaluation by Giles Freathy, positive feedback and lots of good practice observed, BD and JB working on areas for future development.</p> <p>All non-parent governors will be receiving the weekly newsletter from the school.</p>	

**Summary of Action Points**

- CoG to consult with Lt Cdr Laurence on renewing governor role.
- Pupil Premium information on website to be reviewed.
- Head to share Data report with T&L Chair once available.
- Committee to review report at next T&L meeting.
- Attendance to be reported on at next T&L meeting - LH

SIGNED .....

The meeting concluded at 5.50pm

DATED.....