

Shirley Community Nursery and Primary School Governing Body

Minutes of the meeting of the Standards Committee held on Wednesday 12 October 2016 at 4.00pm at Shirley Community Nursery and Primary School

Members of the Committee:

Reverend Ruth Adams

Martin Campbell

Philip Henderson

Angela Leach

Louisa Meynell

Nicole Went

Visitors (non voting):

Iain Smith

Invited attendees (non voting):

Hannah Kidney (Deputy Headteacher)

Suzanne Wernham (Deputy Headteacher)

Clerk: Harriet Owen

Present: Reverend Ruth Adams, Philip Henderson, Angela Leach (Headteacher), Louisa Meynell, Nicole Went.

Visiting: Iain Smith (GB Chair), Hannah Kidney and Suzanne Wernham (Deputy Headteachers).

In attendance: Harriet Owen (Clerk).

1. Statutory responsibility

• Elect Chair of the Committee (one year term of office)

Reverend Adams proposed, Ms Went seconded Louisa Meynell as Chair. There were no other nominations. Agreed by all.

• Elect Vice Chair of the Committee (one year term of office)

Ms Meynell proposed, Ms Went seconded Reverend Adams as Vice Chair. There were no other nominations. Agreed by all.

• Apologies

None.

• Declaration of Interest

No interests were declared.

• Approve minutes of the last meeting (21 June 2016)

Ms Meynell proposed, Mr Henderson seconded that the minutes of the meeting of 21 June 2016 be approved. Agreed by all.

• Approve annual agendas, content and format

After discussion, the Committee noted that Narrowing the Gap and SEND are separate areas and a heading of 'achievement of vulnerable groups' should be included. A Governor noted Prevent is under Safeguarding and that British Values is under equalities.

• Actions Arising

No actions arising.

2. Monitoring of Standards (Head's Report)

The Headteacher discussed points within her report that was circulated prior the meeting. Mrs Marsters has agreed to return to Shirley School part time (50%) to cover Mrs Kidney's maternity leave that starts on 7 November. The roll continues to fluctuate; the number of pupils on roll at census (6 October 2106) is 415. At January 2016 census, the number of pupils was 434. Some KS1 classes have over 30 pupils. The number of pupils in Nursery is being monitored; currently, there are 16 pupils out of a maximum of 26 places. Funding allocated is based on 26 pupils, so funds will be clawed back in due course. The meeting discussed the proposed 30 hours of childcare a week offer that is due to come in 2017 and how it may affect local Nursery providers. The Committee discussed the capacity and numbers attending other providers in the area. The Head will meet with Ray Byford (school's financial advisor) to discuss the impact of the 30 hours a week childcare scheme and how it may affect the school in terms of staffing and funding. The Head will keep Governors updated.

The Head noted the numbers and destinations of Year 6 pupils that went onto secondary colleges in September. The meeting discussed the outcomes of the Year 6 exit questionnaires, noting they were generally very positive about the experiences their child had at this school. The GB Chair noted responses that noted a disagreement with a statement, were scattered over a number of returns; this demonstrated it was not just one parent who was expressing dissatisfaction. Overall, 90% of responses were in agreement with the school's aims. The meeting agreed the questionnaire was limited in that it did not allow an area for parents to explore why they disagreed. The Committee agreed a box should be inserted at the end of the questionnaire that allowed space for further information from parents about a particular response to a particular question. The Head said this would also allow the school to say if you (i.e. a parent) disagree with the school's actions, please try to give the school an indication of your dissatisfaction, in order to help the school's children in the future. A Governor asked about the four negative responses to a bullying question that indicated parents did not feel satisfied with the school's response. Governors agreed this was an example of where it would be helpful to have further information from parents. Mrs Kidney noted that in response to similar outcomes from a previous questionnaire, the school had produced a flowchart to show how the school dealt with accusations of bullying. Mrs Kidney said the School Council could produce material about how the school deals with bullying which also could be put on the website i.e. what is bullying, how the school deals with it if it occurs, what steps can be taken to address it. The Head said it would be helpful if the school had the opportunity to ask

parents for details of any disagreements. The school is open to ways to obtaining any more information to help resolve any negative outcomes for children and parents. Mrs Kidney said the Year 6 exit questionnaire is based on the Ofsted questionnaire for parents but this is, in effect, historic information. The more relevant information should come from the questionnaire that is given out in Spring each year. This is based on an Ofsted parent questionnaire with additional questions. A Governor suggested that the Spring questionnaire might include questions about the website, as it would be helpful to know what parents found, or did not find, helpful about the website.

The Head discussed end of year 2015-16 attendance targets, noting some groups' end of year targets were missed but others had been exceeded. The whole school statutory school age target 2015-16 was 93.1%. This had exceeded its target by 0.1%. The national average for whole school statutory school age in 2013-14 was 96.1%.

A new Action Plan, with new targets, has been drawn up with FSM, EAL and WHB as targeted groups to improve their attendance rates. Attendance in Reception will also be monitored as in 2015-16 this group had missed its target by -1.1%. The meeting discussed the impact of illness and other absences on the overall figures; a Governor noted whether traveller absence was recorded as travelling by other schools. The Head said the national average for GRT statutory attendance in 2013-14 was 84.8%. The 2015-16 end of year target for this particular group was 85.0%. This target had been missed by -0.6%. The Head discussed the new class attendance awards that are presented in assembly; these are cups and very popular with the children.

Nasal flu vaccinations are to be offered to Years 1, 2 and 3 in Autumn B. The Head said she hoped for a greater uptake this year.

Miss Harris is the new Lead for the IPC. Entry and exit points are a key focus for the various topics. Updates to the topics covered by each group will be included in the Head's Reports to this Committee. Some topics have been covered before; this is helpful to teachers as resources and teachers' experiences of various topics are available. The next staff meeting for IPC will focus on assessment to ensure that teachers are entering their assessments onto Target Tracker with confidence.

Many areas of the curriculum have already been covered in the staff meetings of the first half of term: growth mindset; handwriting; assessment; marking policy; guided reading; SPaG policy and phonics planning; Pie Corbett; MfL; EAL; IPC and target setting. In answer to a Governor's question, the Head said the school's NQTs have had training on Target Tracker already this term. The NQTs will also receive training on shared and modelled writing and English planning before half term.

The Head reported changes to the Marking Policy; currently, the SLT are gaining evidence for the appendices. Teachers like the Policy; it has an emphasis on feedback, as children must show they have edited their work (by using a different colour pen) before a teacher sees it. The new Policy is working well and demonstrates a different approach to Writing targets. **ACTION: this Policy will come to this**

Committee at a future meeting.

Mr Sears is updating Sports Premium for the website. This year, the school's Sports Premium is being mainly used to fund the provision of a sports coach on the playground every lunchtime. This initiative has been introduced for a particular group of KS2 boys from the beginning of term. The Head discussed the benefits of this scheme, noting it has had a very positive impact on pupil behaviour at lunchtime that, in turn, impacts positively on the start to afternoon lessons. Sports Premium funding has also been used to purchase support from the Sports Partnership and several teams have been entered in a range of competitions this term. Years 5 and 6 are having weekly swimming lessons at Parkside this term and inter-house football matches will take place before half term. The school continues to offer a range of lunchtime and after school clubs. This year, every year group will visit the NCA for a half-day sports festival. These are popular events and enjoyed by the pupils.

The school held its Environment Day on 30 September; the theme for the day was 'Energy'. All classes explored this theme in their lessons, with class blogs highlighting individual class activities from the day.

The school's support for parents discussed: currently, Red Hen Family Workers are supporting nine families. The project provides early intervention support that often prevents difficulties escalating to a level where other services may become involved. A parenting course 'Parent Puzzle Course' is being hosted by the school this term. Parent courses in English and learning English for EAL parents are also due to take place this term.

Parent Workshops are being held by all year groups this term. The workshops demonstrate how English is taught at school and how parents can support their child's learning at home.

The Head discussed links the school enjoys with other schools. A group of children participates in a Saturday morning computer programming session at NCA. Feedback from pupils is very positive. A PE Specialist teacher spends a morning each week in school, teaching PE to Year 4. A specialist music teacher from Chesterton Community College visits to teach music to Year 6 every week. Twenty Year 6 pupils are to attend an 'Inspiring Futures Day' at NCA before half term. The event aims to introduce pupils to people from diverse backgrounds who have taken various career routes. The Head said it would help pupils by introducing them to exciting opportunities that are available with a particular emphasis on creativity and technology. Students from the Perse continue to visit the school in a new Primary School Outreach opportunity. This is a buddy mentoring scheme for particular Year 5 and 6 pupils and aims to use Science to raise aspirations, develop core skills and enhance confidence in all subjects. Workshops and visits to places of interest will enhance the pupils' understanding of Science related topics.

In answer to a Governor's question, Mrs Kidney said the school's links would continue with St Philips to undertake moderation in Writing and teacher assessments.

The Chair thanked the Head for her report.

3. Report/Update from the Data Governor

Mr Henderson said that overall, a very positive picture was given by the Head in her earlier reports to Governors. The difference in Writing results between national and school results is, to some extent unsurprising, as there are no national moderation guidelines to reference. Changes to assessment and the curriculum, mean higher standards and, with the exception of Writing, this year's results

were broadly in line. Mrs Kidney said the higher standard is related to a score of 110 or more; it is worked out nationally and is not directly related to statements. A greater depth percentage is related to statements in Writing. SPaG results were good. Mr Henderson noted that progress in KS2 is still good, with floor standards met in all subjects except Writing. Results in KS1 are lower but this is consistent with pupils having to make considerable progress from their entry point. A Governor asked if teachers had been prudent in making their assessments and asked if this was similar in other schools. Mrs Kidney explained that whilst expected standards may not be met in teacher assessments, pupils could nevertheless achieve a score in a test. Mrs Kidney said the SLT were confident the teacher assessments in KS1 were accurate and demonstrated teachers' knowledge of their pupils' abilities. The Head noted interim statements would be available in January; this will give information about the different genres in Writing, and include a range of evidence against which schools can check their assessments. This year's planning has been organised to include grammatical elements within the interim statements. Mr Henderson said that overall it was a good set of results; Raiseonline is due to be published soon that will provide a fuller breakdown of national data sets. Mrs Kidney noted the school also uses Arbor Reports: this gives simpler ways of showing progress. Attainment results have not yet been published; when they are, Arbor will use these and take Raiseonline data into account, to present data in a simpler form. The Head said the school is due for a KIT visit on 31 October. For this visit by an LA Advisor, data is put into a pre-populated report that allows a summary to show how the school plans to address areas that need strengthening. It also will focus on Early Years. The Head said these visits to schools are helpful for the LA, in that it enables it to have an overview of data throughout the County. The Chair thanked Mr Henderson for his update.

4. Safeguarding

Reverend Adams (Safeguarding Governor) reported on a recent monitoring visit she had made to meet the NQTs to discuss their induction programme. Reverend Adams said she had wanted to explore how they were informed about the procedures that operate in the school. Reverend Adams said she was pleased to note that she was reassured by her visit that NQTs feel part of a team and reported they had been given Safeguarding training by Mrs Kidney. All are aware of their school email accounts enabling a constant flow of information that keeps them up to date. Reverend Adams noted that although email is a comparatively simple tool, it helps to engender a feeling of being part of a team through dissemination of simple and robust information. Reverend Adams said she had also met with Mrs Elwood to monitor the SCR. Reverend Adams reported future visits are planned together with Angela Mason-Bell and Karl Grenz (the school's other Safeguarding Governors). Mrs Kidney noted the current 'scary clown' national issue. This will be addressed in an assembly for Years 4-6. Issues such as this are within strands of Prevent and on-line safety. The Chair thanked Reverend Adams for her update.

5. Inclusion Update

ACTION: Mrs Wernham will provide a written report for the Autumn B meeting.
ACTION: Mrs Wernham has revised the Accessibility Plan and it will come to the Autumn B meeting.

6. Equality and Diversity

The named Governor for Equality and Diversity, Ms Meynell, reported she is to meet with Mrs Taylor. The Head noted Mrs Taylor has updated the school's context on the SES (Single Equality Statement) for the website.

7. British Values

The Head says the school continues to assess the main ways of promoting British Values. In answer to a Governor's question, the Head said she was unaware of any unpleasantness experienced in the school, following the Brexit vote in June. The meeting agreed it would be helpful, following the Brexit vote, to re-visit British Values next year to assess if they have changed from current core values.

8. Parent Group

A Governor reported the Group would meet on 18 October. The Group's meetings will continue to follow the set pattern of a meeting in the afternoon, followed by a meeting in the evening, to allow a suitable time range for parents. There is no set topic for discussion at this forthcoming meeting: topics for discussion this year will be put forward. The meeting noted the ESOL café provides a link between the Parent Group and the school's Bengali parents. Mrs Cleland (EAL TA) will talk to Bengali parents about accessing the school's website. Ms Meynell will ask at the next GB meeting if another Governor is available to attend ESOL, instead of her, due to work commitments. A member of Team Shirley attends currently.

9. Statutory responsibilities

The Head noted the GB Chair would attend the KIT meeting on 31 October. Information, following this visit, will be given to Governors. As noted earlier, the Accessibility Plan will come to the next meeting.

10. Date of the next meeting

Tuesday 15 November 2016 at 4pm.

The meeting ended at 5.25pm.