

**MILTON CHURCH OF ENGLAND PRIMARY SCHOOL
EDUCATION, ETHOS AND STANDARDS COMMITTEE
MINUTES OF MEETING
WEDNESDAY 4TH JULY 2018 at 7.30pm**

PRESENT: C Petry Chair of Committee
 C Wilson
 R Hawes
 K English
 J Gaynord
 N Blandin
 N Parsons
 A Everitt
 A Reeder
 Headteachr

IN ATTENDANCE: B Jones Clerk
 J Fraser Deputy Head
 N Haycroft Inclusion Manager

Item	Agenda Item	Action
	OPENING PRAYER Clive Petry provided the opening prayer	
1	WELCOME The Chair welcomed everyone to the meeting.	
2	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST Sophie Barry No declarations made.	
3	MINUTES AND MATTERS ARISING 17th January 2018 were accepted. DRV health and safety check. The Head informed the governors that this had been completed with the school almost 90% compliant The Head advised the governors that the school is continuing to understand the complexities of the new finance system and confirmed that DEMAT are aware of the challenges associated with the year-end closedown process. However, the school is now receiving management accounting reports. It was confirmed that in respect of the complaint, this had been resolved.	
4	CORRESPONDENCE None to record.	
5	ATTENDANCE REPORT This item was introduced by the Head.	

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	<p>The Head informed governors that the system had been updated and the position is 96.1% attendance, which is just above national average.</p> <p>It was noted that there was 336 minutes of lateness, for some children this is important as it misses the start of the day.</p> <p>There were 17 children with 100% attendance.</p> <p>11 children fell into the persistent absence category. 3 were from traveller families. 4 children with SEN, 4 children designated as pupil premium. It was noted that pupil premium children were noticeably higher; the Head has asked the champions to monitor this.</p> <p>Of the 11 children within the persistently absent category, 2 have had repeated exclusions, 3 had part time timetables due to SEN. Whilst 2 children had significant illness.</p> <p>The Head confirmed that the Education Welfare Officer attends every half term.</p> <p>The letter system starts when children fall below 90%. The letters are back up and running.</p> <p>The Head informed the governors that future considerations will include:</p> <ul style="list-style-type: none"> ▪ Closely monitoring pupil premium children ▪ Ensuring that the traveller children are correctly identified ▪ Ensuring that the monitoring system is up and running. 	
6	<p>PERSISTENT ABSENCE AND REVIEW OF EXCLUSIONS</p> <p>The Head introduced this item.</p> <p><u>Persistent absence was covered in the item above.</u></p> <p>It was noted that 4 children have generated the majority of the data.</p> <p>The Head provided an explanation of the circumstances related to the four children.</p> <p>The school is working with multi-agency partners in relation to the specific children.</p> <p>Question: Are you compiling EHCP plans? Head: Yes, we have recently attended DEMAT training</p> <p>1 child is currently being educated at home.</p> <p>Question. Does that affect our school attendance figures? Head: No.</p> <p>There is a small amount of children that requires a disproportionate amount of time of the senior leaders.</p> <p>The Head confirmed that 'Steps' training will take place in Sept. which will include de-escalation training for all staff</p> <p>The Head confirmed that there is a need to ensure that risk assessments are updated following incidents.</p>	

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	<p>Question: Are these risk assessments related to individual children? Head: Yes.</p> <p>Question: Do we need more mental health support for our children? Head: Yes. If we had art therapy, music therapy etc., it could be transformational.</p> <p>Question: Could this be taken to DEMAT as a whole school approach? Nick Haycroft: Yes, they are looking at what the need may be amongst the schools.</p>	
7	<p>SUBJECT LEADER REPORTS</p> <p>It was agreed that all the reports would be distributed amongst the group to be read over the summer with a question session at the Local Governing Body meeting in Sept. Action</p> <p><u>Art evaluation</u></p> <p>This item was introduced by the Head.</p> <p>Originally, there was concern about the amount of art in year 5, which has focused upon this.</p> <p>Art days. It was confirmed that there are continuing and have been successful.</p> <p>Question: What is a risk assessment for art? Head: This relates to the use of hot wax etc. by the children.</p> <p><u>Computing</u></p> <p>This item was introduced by the Deputy Head, James Fraser</p> <p>It was confirmed that there is a new scheme of work with staff.</p> <p>The Deputy Head provided an overview of the computing within the school and how this interlinks with the creative curriculum.</p> <p>Question: Do we have sufficient provision for computers? James Fraser, Yes, generally, but when there is a significant problem, it takes time to re-establish the systems.</p> <p><u>Physical Education</u></p> <p>This item was introduced by Rebecca Hawes</p> <p>Speed stacking cups have been purchased to engage less active children. Rebecca led a school training session on how to use the stacking cups.</p> <p>The school has Introduced the golden mile. Year5 have been trained to keep a record. Children can use the field to build up and achieve their own personal goals.</p> <p>Question: What happens in the winter? Rebecca Hawes: The year 5's have measured the playground and the children can use this as an alternative to the field.</p>	<p>Head</p>

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	<p>It was confirmed that a survey would be sent to parents to enquire which clubs they would like next year.</p>	
8	<p>REVIEW CURRICULUM PLAN</p> <p>The Head introduced this item.</p> <p>Using Geography as an example, the Head explained that the purpose of the curriculum review plan was to enable all subject leaders to consider what they have taught against what they should have been teaching.</p> <p>For each year group, the Geography lead has picked up items that haven't been picked up as part of the curriculum or not taught enough of.</p> <p>The overall plan doesn't change much unless it does nationally</p>	
9	<p>REVIEW OF PUPIL PREMIUM REPORT</p> <p>There continues to be a gap in relation to non-pupil children, in particular the gap between SEN and pupil premium.</p> <p>Governors were advised that the areas which needed clarification are:</p> <p>The website isn't compliant with Ofsted. The Head explained that, due to the low numbers of pupil premium children, it would be difficult to anonymise the information. The school had spoken to the diocesan lead and she suggested preparing case studies that can be shared with Ofsted instead. Action</p> <p>The Head confirmed that the school can be confident where it is spending pupil premium monies and that it can evidence this.</p>	<p>Head</p>
10	<p>REVIEW OF PUPIL VOICE</p> <p>James Fraser introduced this item</p> <p>Governors were advised how this links to the overall school development priorities.</p> <p>The Deputy Head advised the governors that the SMT had met to discuss the outcomes.</p> <p>Question: Is key stage 1 where they have stated 'don't know' because they didn't understand the question? James Fraser; No</p> <p>The Deputy Head summarized the commentary of the analysis.</p> <p>It was confirmed that two quiet areas are being developed.</p> <p>Question: I am happy being me? key stage 2, it's a very young age to feel like that? James Fraser; For some that is societal based.</p>	
12	<p>TERMLY REPORT ON CHARGABLE ACTIVITIES AND CONTRIBUTIONS</p> <p>The School requested further information on what is required within this report.</p>	<p>Clerk</p>

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	<p>It was agreed that the Clerk will contact DEMAT to ask for an example report.</p> <p>Action</p> <p>It was agreed that this item would be brought back to the first EES meeting of the next academic year.</p>	<p>EES Chair / Clerk</p>
12	<p>AGREEMENT OF FUTURE DATES</p> <p>These would be circulated.</p>	
13	<p>SEND UPDATE (STANDING ITEM)</p> <p>Nick Haycroft, Inclusion Manager and Clare Wilson (Vice chair) introduced this item.</p> <p>Parents evening was quite productive.</p> <p>Nick Haycroft informed the governors that it was good to have the 2nd parents meeting. The way in which people were talking was different.</p> <p>Question: The meeting wasn't one just for them to criticize? Head: no, they were providing constructive ideas such as the creation of a nurture room.</p> <p>Nick Haycroft explained that there are three children with learning disabilities, There is an increasing number of pupils with challenging home lives. Since January, lots of involvement with the specialist teaching team. This does have an impact upon teaching staff because we have to implement the recommendations.</p> <p>The governors were advised that, in terms of the year groups behavior, year 6 have got a couple of children that are difficult.</p> <p>The transition from pre-school to nursery is something that the school is going to work on again to ensure that any children already have EHCP plans prior to transition. Tina will work with the pre-school next year to support them to ensure that the plans are in place.</p> <p>Question: Is this any reason that the pre-schools aren't already applying? Head: I don't think their SEN training or understanding is at the appropriate level to determine whether it is appropriate to apply.</p> <p>The children in pre-school may not be in school full time.</p> <p>Within pre-school you have to determine whether something is a real need or merely a developmental one?</p> <p>The Head advised that Tina will be going over to the pre-school and will be able to support and advise whether there is an identified need in relation to specific children.</p> <p>Question: Relationships with signets are good? Head: Yes, really good. Lots of good information that can be shared across the school and with parents.</p> <p>Question: What is the school going to do to bring the children to an expected level? Nick Haycroft; Its all down to individualized planning for each child. Dependent upon interventions that can be introduced to reduce the gap.</p>	

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	<p>Question: As regards EHCP applications, do you think that the school is seeing progress since you arrived? Nick Haycroft; Waiting to see. The training by DEMAT will be beneficial.</p> <p>Clare Wilson advised the governors that there is a sense of good progress this year.</p>	
14	<p>IT ACCEPTABLE USE POLICY</p> <p>This item was introduced by Andi Everitt.</p> <p>The policy has a number of issues with it, and as a result, there is a need to check a number of points with DEMAT.</p> <p>The Chair informed the governors that DEMAT are going to insist that everyone uses school governor email addresses only.</p> <p>There is now a governor advisory board of chairs where this matter can be taken.</p> <p>The Chair informed the governors that he was not prepared to sign the policy because it's not implementable.</p> <p>Unanimous decision not to sign the document.</p> <p>NGA LEADERSHIP COURSE</p> <p>The Chair explained to the governors that he had been chosen to participate in the 'Leading Chairs Course', and as part of this, he is required to propose and lead a project. The Chair proposed that this will be in the form of a 5-year strategic plan.</p> <p>The Chair confirmed that he will involve both committees to formulate that plan.</p> <p>It was agreed that the 'vision and values' of the school need to be incorporated into the overall plan and that it might be useful to get some parent and pupil voice within the plan.</p>	
15	<p>AOB</p> <p>Assembly report</p> <p>Collective worship. Went to see a key stage 2 assembly. The number of pupils involved within the assembly was good. Overall the children were engaged.</p> <p>Andi Everitt confirmed that he has served notice on the 'Governor Services' at Cambridgeshire County Council.</p>	
	<p>CLOSING PRAYER</p>	

The meeting closed at 21.20

Signed:..... Date:.....

DRAFT