College Town Primary School



**Curriculum Meeting Minutes**

**Monday 17th June 2019, 9am**

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| **1** | **Welcome and apologies**  Rita Carvosso, Trudi Sammons, Anne Duncan, Toni Barton, Emma Batten, Jo Plant, Helen Collin (minutes)  Apologies from Katharine Middlemiss |
| **2** | **Declarations of interests**  No changes – TB as per last meeting |
| **3** | **Minutes of last meeting/matters arising**  There were no minutes from the last meeting as that meeting wasn't in the usual format. Instead the Governors did a walk around and met with the Maths and English leads. The meeting was recorded via Governor Monitoring forms which were submitted to Gemma. |
| **4** | **Pupil Progress Update**  The Governors looked at the Point to Point evaluation data that Trudi circulated.  Trudi said that with writing there was an impact where English isn't the first language and that an assumption could be made (wrongly) that if a child has social language then they can also access academic language.  Rita asked if the EAL children are service children; Trudi advised about 50% are service children.  Toni asked if there was an opportunity before pre-school to help with language development from an EAL perspective. Trudi said this wouldn't necessarily be successful- for the language to be developed you need social immersion.  + 3.5 FSM in Maths (2.9 reading/3.1) PP.  TB asked what had impacted – TS said overall quality of teaching for every child.  AD – 2 lots of CPD with Natasha Startup, just started this with reading. EYFS already very good, EB has a good handle on outcomes and this is being brought through to KS2. AD said EAL benefit through spoken word and commented that children cannot be coherent writers unless they have mastered reading – writing is still not quite where it should be but focus on reading having a big impact. |
| **5** | **Pupil Premium and disadvantaged pupils update**  JF had submitted report to Govs but not at meeting as on a course. |
| **6** | **SEND Report**  Governors were given SEND report – Jade Faircloth on a course so not present.  JH said that there is a very boy heavy need within the school. TS agreed, particularly with BESD children. TS said sometimes boys are not quite ready and will develop later.  TS said following a meeting last week, there are upcoming changes for EHCP children which will change SEN in that schools will be given the ability to remove EHCP children from National Curriculum where appropriate. Currently Jade/Alex prepare units of work for EHCP children, from 2020 they will no longer have to do that.  TB asked how this would be funded.  TS replied that the funding issue may make it difficult to deliver – CTPS still doesn’t have funding for 1 child currently using SEN hub. In order to be ready for 2020 TAs may need to be removed to train in ASD/S&L/ELSA to be used as necessary.  RC commented that the additional and specific training is a positive.  TB asked in order to exclude a child is it necessary that the child has an EHCP. TS said it was. TS gave example of Rabbit class, 1 child plus 5 others taught separately, school would have free reign to do this and it will be considered good practise. Kasheef (SEN BFC) had discussed a “market place” to buy in SEN provision. TS said this could be problematic, children need personalised provision, not “bought off a shelf” and said CTPS would grow its own model.  RC asked TS where we would access training. TS said she would look into and said any child in the process may go back into NC – they may be not intellectually challenged, but emotionally. TS said JF would look at emotional well-being courses – that there would be a period of rapid and radical change and that CTPS have the benefit of more qualified staff that other schools.  TS said the 2 point program is not always realistic to meet a child’s needs. AD added that CTPS already provide an individualised curriculum and will be well placed to make the changes. JH asked if it might be possible to recruit staff that have previously worked in SEN education. |
| **7** | **School Development Plan /RAP update**  Teaching and learning.  AD – several parts to her role. NQT and school’s direct trainees have worked closely with EB who has provided individual approach and is now trained as a mentor. Weekly meetings held, teachers know classes very well and have had more support that other schools – AD has been able to address need immediately. At the end of this year NQT and school direct only need to be satisfactory but CTPS new teachers are all at a good level – SLT still to quality assure that.  RC asked how NQT/school’s direct had coped with the pace of learning. AD said she is confident that OFSTED would judge them as good – AD is a moderator and often sees NQTs with a satisfactory level of support and consistency. Open days in February proved successful – AD is also part of NQT panel for Bracknell Forest and was able to recruit 2 staff quickly from that process and is confident that from September we will see the same potential from the new recruits. JH added that CTPS is very fortunate to have AD’s support and said as a parent you expect children to be taught well regardless of where a teacher is in their career and it was reassuring that NQTs are already good and that NQTs have responded to feedback. AD agreed that it is important CTPS recruit new staff that are ready to develop and keen to learn.  AD – February to June had focused on building teaching & learning in KS2 and building a robust curriculum – this started with reading and she is now looking at maths. AD is looking at the quality of planning and teaching and looking for gaps – AD said there are always gaps and a school’s strength is capacity to identify and address gaps. AD said English is still not perfect, AD is supporting Natasha Startup (NS) in new subject leader role – everything is prepped, curriculum is strong and up and running – they are together now looking at progression. KS2 children now have guided reading and love it.  TS added that Bob Cox would be visiting school 2nd July.  AD said Maths is being looked at and by Sept will be stronger building on the curriculum and underpinned by English and reading. Amy Cross is looking for a model across the whole school curriculum. AD said from February Year 4 have been offered in class support/raising expectations and planning. This support is now in Yr3.  TS said that AD’s impact has been great for the school.  AD said that the new framework is now pitched higher – previously (as CTJS) there was no planning and there remains lot of inconsistency in years 3 and 4. Year 5 and 6 are an experienced team – TS said the framework should begin in Nursery and follow through the school.  AD said school is now far more clear about expectations, the bar was already set very high in KS1 and this need to be brought into KS2.  RC said that the amalgamation of the schools was the best thing for all the children.  AD said that she was currently looking at CPD science and is constantly looking for inconsistencies – never complacent, and said CTPS, both TS and EB address need immediately.  RC said that all staff need support and scaffolding, not just criticism. AD agreed and said it was helpful that she helped plan and teaches herself as this gains credibility as a mentor.  TS said that one of the main successes of the amalgamation was creating AD’s appointment – that AD’s role was about the quality of support, gaining a new teacher’s trust and letting them realise the benefits of having a teacher with them in class. Support is always positive and kept simple – about getting the basics right. TS said staff also had feedback sheets and can discuss decisions made. Next year focus on strategic leaderships and curriculum leadership to ensure everyone gets a chance – decision make with consensus is then rolled out across school.  RC asked it to be minuted that Governors thanks AD for excellent work and contribution to the school.  AD left meeting.  TS said poor teaching has been eradicated immediately and pointed to AD being new to the school in a newly created roll as a benefit i.e. no history with either school previously.  EB – EYFS  44 children in Nursery (1 new today). EB credited Amy Clements as instrumental in success of Nursery, always flexible with working. High level of SEN in Nursery currently, 1:8 ratio is critical for need. Progress is expected at 3 points through to FS2 – final data to be submitted Monday – EB has moderated FS2 data if teacher unsure...  TB queries areas of development.  EB said every year the hardest area is writing – it’s the lowest early learning goal but nothing she is worried about. TS said Target Tracker will help when it is implemented. TB queries February progress “looking at the world” – EB will check and report back to Govs.  TS pointed to Health & Social Care and said there are not many statements to tick off so not much progress is seen until end FS2.  EB – Yr1 end of year data approx. 80% of children are on track, vocab is slightly below. Phonics screening took place last week, awaiting results. TS said she believed it was more difficult this year. EB agreed there were a few tough questions – the pass mark will be published 24th June. Yr2 data – TS said we had had a great moderation (external). AD and EM had done a mock moderation to support teachers as HC/GS had not been moderated before. Moderators struggled to find recommendations for Yr2 – EB is checking data is on track and TS had a query re national average.  EB clarified some data – JP asked if current Yr 2 are a difficult cohort. TS said that many children in Squirrel class will struggle to get ARE. EB amending a document and re send to Govs.  EB summarised, moderation went well, interventions went well – parents had been to school and given resources. JP asked if there was much interest from parents – EB said there had. TB asked if EB had seen the impact of intervention. TS said impact is checked half termly, average time to see impact is 10 weeks, it’s long term. TS gave example of Yr5 PP child who now receives 1:1 support for homework, impacts both emotionally and academically. Very individualised support – the way we monitor is different in each circumstance. Progress isn’t always measurable, it has to be the right intervention (personalised).  EB reported school trips – Year 1 had been to Legoland, Wisley Gardens and Waitrose  Reception had been to Marwell Zoo  Year 2 had been to Portsmouth Historic Dockyard.  EB said focus on 19/20 – White Rose Hub. KS1 teachers have been attending KS2 training in preparation. JP asked is all teachers are ready and open to change – EB agreed they were.  TS – spiral teaching – in the main teaching of maths is fine, there is continual teaching of the 4 main ops. Natasha Startup and KS1 working with an overview for English in KS1.  EB - BFC have sent new admissions for FS2 in Sept. 6 or 7 of these children have low language. JP asked what this means. EB said 1 child is non verbal and used PECS (pictures), others S&L. 1 Nursery child moving to FS2 has ASD – there is a high level of need. JP asked if FS2 information had come to us in time. EB/TS said that we do not yet know the names of SEN children, just the need. JF and EB will cover PPA next year and will coach staff and assess level of need in class.  Admission numbers currently just below 60 – new plan will be required if number increases over 60 – there will be a mixed Nursery class and “Early Years Curriculum” with very fluid planning.  TS said we will have new teachers across KS1 next year, EB will work closely with them, EB will be running NQT training in Autumn term.  RC asked that it be minuted that Governors thank her for her hard work. |
| **8** | **Relevant Policy Review**  None to review |
| **9** | **Governor Monitoring**  RC - Governor monitoring. FGM minutes need to be recorded and must include who has been into school. RC said Ofsted will look at these minutes – a lot has happened in school and there is a lot to do this term.  TS said transition date 4th July would be good for Governors to visit and hold subject leader discussions. Pupil voice – Governors to speak to children. TS asked Govs to let school know which dates they will visit.  RC asked TS if a parent questionnaire has been completed and whether the school bought a program. TS to ask CW for results of research.  RC asked if Health & Safety check had taken place – TS said it was postponed but a new date had been set.  RC & TB to attend an Ofsted course Tuesday 18th June. Chair’s briefing – Thursday 20th June. |
| **10** | **PART 2 – if applicable**  None |
| **11** | **AOB**  Interview with Alex Peaple for Assistant Head went well. Alex gave a good presentation and was questioned rigorously by the panel.  AOB – TS asked to minute that school has been actively engaged in sporting events. CTPS had set a record for shot put and some children were attending a golf tournament Tues 18th June.  9th July SATS results out. |
| **12** | Date of next meeting – FGBM 8th July 2019 |