

College Town Primary School

**Curriculum Meeting**

**28th Janauary 2021 @ 8.30am via Teams**

**Draft - Minutes**

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| **Present** | |
| Rita Carvosso (RC) | Chair of Governors |
| Trudi Sammons (TS) | Headteacher |
| Jenny Hipkin | Committee chair & co-opted governor |
| Angie Harris (AH) | Co-opted Governor |
| Toni Barton | Vice Chair, co-opted Governor |
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| **In attendance** | |
| Karen Cane (KC) | Clerk |
| Anne Duncan | Lead Practitioner Teaching & Learning |
| Jade Faircloth | SENCO, Assistant Head of Inclusion |
| Amy Farrant | Curriculum Development |
| Paul Tatum | Maths review |
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| **Apologies** |  |
| Cheryl Bentley (CB) | Co-opted Governor |
| Jo Plant (JP) | Co-opted Governor |

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| **1** | **Welcome and apologies**  Apologies received CB and JP - TB and AH will be joining during the meeting but may need to drop out.  JH took the opportunity to thank the staff again for the amazing way in which they are coping with the current way of teaching. Also wanted it noted that she had received good reports from neighbours whose children attend school. |
| **2** | **Declarations of interests**  TB on the supply list for BFC but not currently working for them. |
| **3** | **Minutes of last meeting/matters arising**  All approved and no matters arising |
| **4** | **Headteachers report / Teaching staff reports**  TS had provided a full report prior to the meeting and this is attached.  AF and PT joined and left the meeting during this section to provide the governors with updates and AD was present throughout.  The overall feedback this academic year has been very positive – we have a display of comments for when school returns to normal to show all the good things the school community has achieved.  Observation from TS of the need to ensure all classrooms have fraction walls as this particular area seems to be an issue within all year groups. So some consistent displays would help. |
|  | **Maths Review**  Following the changes over the last couple of years to the Maths programme and the introduction of White Rose within school, teaching and support staff undertook a survey via Survey Monkey to feedback on how they felt things are going.  Unfortunately, PT had some technical issues so wasn't able to go through the findings this will be emailed to everyone after the meeting with annotations and a copy attached to these minutes. |
|  | **SEN/ PPG**  After having had some pupils doing home learning during the Autumn term were in a position that we had learnt from this and had better plans in place to help students who need SEN provision (13% of pupils on roll) for a longer period of time.  This includes 1:1 session for all high needs and SEN pupils tailored to their individual needs. The take up on these sessions has been very good. Pupils are much happier in these sessions rather than the full group ones. All the pupils are engaging well and more confidently as the weeks progress.  There are also small group sessions being provided by TA’s and teaching staff.  The breakdown of this is attached to the minutes.  4 pupils with EHCP’s – 2 of whom are currently in school with provision as it is during “normal” school routines.  IEP’s will be reviewed against Autumn targets and again ready for the summer term to ensure maximum impact.  In previous lockdown there was little or no support from outside services. However, this time some services are offering Teams access to resources or possible visits to their centres by individual pupils.  Speech and Language will attend site wearing PPE to review/visit existing referrals. However new referrals are on the “back burner” by the department resulting in big gaps for younger pupils – some referred last year have had no visit or contact made.  *Governor: The report provided is very clear and thorough – it is good to see how well pupils and families are being supported by the school.* |
|  | **Attainment and Targets**  Government has announced that there will be no formal testing, however have agreed that will be undertaken late June early July this will allow for the pupils to have had some education in school and to see their progress.  *Governor: Pleased we are doing this internally as it will help staff know how the year has gone and re-assure them on impact on the pupils. This was a concern raised in the last staff questionnaire.*  The EYFS profile will not be mandatory this year. Working with current and any future COVID restrictions, we intend to do our very best to complete it so that we can provide the information to year 1 teachers and parents  Once teachers have completed the profile in the summer term there will be no external moderation or need to submit data.  The introduction of the statutory reception baseline assessment and multiplication tables check, as previously announced are expected to still be part of the 21-22 primary assessments, although we await confirmation of this  When pupils return to school analysis of where the gaps lie will be undertaken. Possibility to combine year groups to ensure all ages get complete curriculum coverage. Looking at streaming o enable better targeted catchup/advancement for all. These would be decided by the learning gaps not ability.  *Governor: Tailored teaching would ease the burden on staff trying to ensure coverage across the gaps over a mixed class. This way ensures full and fair learning for all.*  *Governor 2: From experience targeted teaching works much better.*  This will mean raising staffing levels and will be discussed at the FGB – class sizes of 20 not 30 working in streamed groups for the mornings and returning to regular classes for the afternoons.  *Governor 3: If schools can spend the government provided catchup funding for teaching costs to suit their individual needs this will be a great idea.* |
|  | **Monitoring Provision for Remote Learning**  OFSTED are gathering evidence on what schools are doing to undertake this as a key target on their inspections/visits.  We have taken their descriptors and used these to look at how and where we are on their requirements.  We undertake thorough monitoring in schools looking at feedback from staff, parents and pupils – meet each week to discuss and implement any improvements. As well as lesson provision this covers SEN provisions / 1:1 sessions / Homework clubs / feed back etc.  The monitoring of progression is being done - fairly confident the statements and steps on Target Tracker are achievable with the White Rose Maths programme now implemented. English not so easy.  Oak Academy is ok for older year groups but was not so easy with the younger ones. Following feedback and discussion have now produced more targeted crib sheets and information to parents to use the system to maximum benefit for their child.  Looking at ways to continue to enhance and develop the remote curriculum.  SLT regularly join online lessons to review the quality of teaching as well as workload, pupil engagement and pupil mental well being. They review full class sessions and small group sessions.  Having regular contact with the NQT’s (more than in a usual first year!) talking through all workload aspects and meeting pupils needs. They give feedback every week individually and as a group on how they see everything is going. This has been really helpful as being completely new to teaching they only have limited experience of teaching any other way.  All staff have been on a massive journey in the last year and we are listening to “all voices” to ensure the work/life balance and mental well being of all is being maintained at a good level.  *Governor: Listening to other people and news reports it would appear that not all schools are in as good as a position as ours. Well done and thank you to all.*  *Governor 2: Staff survey of May 2020 highlighted concerns on the lack of opportunities to spend time with individual students who need help or need more challenging tasks – one of the positives of the current way of working has been that this is possible.*  *Governor 3: The evidence provided by staff in school is invaluable and confident that it would show OFSTED how well they are working and improving should they pay a visit.* |
|  | **Curriculum Review**  Crazy start to the beginning of this term. The INSET day was invaluable to share the knowledge gained during the year group and class home learning experiences in the Autumn term so everyone had an idea on how this was going to work.  Classes have 2 live registrations every day morning and afternoon for 15-25 minutes – tailored to each individual class.  Group sessions and tailored groups of up to 5 pupils are being undertaken where required.  Core curriculum for maths and English as they would be in a normal class using the White Rose and Oak Academy programmes (with the revisions for KS1).  Busy Things for the foundation subjects is being well received.  Plans for Spring 2 for English and foundation are in place with maths continuing to use the White Rose plan. This means everything is in place up to the provisional return date of 8th March.  Overall parent response to the provision has been positive – some parents have even written to OFSTED to tell them how pleased they have been!!  Many pupils are still improving and taking note and auctioning feedback that is being given by staff.  Looking at ways of extending tasks for the more able to continue to stretch them.  Pupils are getting active and doing PE sessions.  Overall a positive situation – will meet once things have returned to normal and review to ensure best practice should the situation arise again.  Workload for staff seems to be ok though working hours are different. Staff feel well supported by SLT – thank you for this. |
| **5** | **GB Monitoring programme / GB Visits**  TS and RC are in regular contact at least once a week to go through any new government guidance and implementing it within school.  *TS Evidence of this is covered and shown in the governor minutes*  *RC : Very confident that the evidence is there should OFSTED need to see it. We always make sure that all their requirements are met when making and implementing changes / amendments to current procedures.* |
| **6** | **School Trip Approvals**  None planned at the present time. |
| **7** | **Part 2 - if applicable**  None raised |
| **8** | **AOB**  *TS asked for feedback from TB on how, as a parent, she feels the home schooling system is working*  *TB : Oak Academy is working really well this was a good choice of provision.*  *Really impressed with the overall implementation.* |
| **9** | **Date of next meeting –**  30th March 2021 - this will be reviewed and possibly moved to after Easter break to allow time for potential return to school to take effect. |

APPROVAL OF FINAL MINUTES

Name:

Signature:

Position:

Date:

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| **Year R** | **Cohort size:** 60  15 children in school-25%  **Remote Learning:** 75%  **Needs led additional & different remote learning:**  Ladybird class-4%  Dragonfly class-7%  In school: 1 X EHCP |
| **Year 2** | **Cohort size:** 73  9 children in school-12%  **Remote Learning:** 88%  **Needs led additional & different remote learning:**  Badger class-30%  Owl class-20%  Squirrel class-25%  In school: 2 X SEND, 1 X EHCP |
| **Year 3** | **Cohort size:** 68  15 children in school-22%  **Remote Learning:** 78%  **Needs led additional & different remote learning:**  Muntjac class-39%  Red Deer class-48%  Fox class-36%  In school: 1 x SEND |
| **Year 4** | **Cohort size:** 72  15 children in school-21%  **Remote Learning:** 79%  **Needs led additional & different remote learning:**  Stoat class-54%  Otter class-33%  Beaver class-33%  In school: n/a |
| **Year 5** | **Cohort size:** 61  12 children in school-20%  **Remote Learning:** 80%  **Needs led additional & different remote learning:**  Sparrowhawk class-36%  Kestrel class-45%  Merlin class-37%  In school: 1 X SEND |
| **Year 6** | **Cohort size:** 82  13 children in school-16%  **Remote Learning:** 84%  **Needs led additional & different remote learning:**  Red Kite class-37%  Buzzard class-41%  Osprey class-32%  In school: 3 X SEND |

