

Minutes of the Teaching & Learning Committee
Wednesday 16 May 2018 at 7.30pm

Present:, Susanne Dove (Head Teacher) Rose Gunter, Paula Bangs, Elaine Dicocco, Paul Dicker, Elleesa Rushby (Minutes)

Apologies: None

Attendance:

SD 100%	ED 100%	PD 100%
RG 100%	PB 100%	JY 50%

Apologies and Declaration of Interest

Apologies: Jonathan Young
There were no new matters of pecuniary interest.

Minutes of the last meeting

The minutes were agreed as a true and correct record of the meeting.

Clerk

Matters Arising as per agenda

There were no matters arising

4/5 SDP/Action Plans/SPG

The End of Year data and the SDP had been circulated for comment. The HT had used google docs for the SDP and explained that she is cutting down on printing. The school prints 8 x more colour than black and white but staff are asked to consider whether they need to print documents etc at all.

SDP

The HR remarked that the SDP had shown a lot of red and orange last term but that it was now much greener. She felt that it was still quite early in the term to offer a complete picture.

The HT was concerned about attainment in Phonics and acknowledged that they will not achieve an 80% pass rate. 3 pupils in Y1 will be disapplied which will account for 9% of the cohort. The HT forecast a 61% pass rate, with many pupils who would not otherwise have reached a pass level, tipping over into borderline with a month still to go before testing. Some pupils will exceed the 32 word pass mark. Phonics has been a huge focus for the School, with 'alien' words and interventions. There is clear evidence of those interventions and the impact on pupil progress.

EY goals – Achieved 61% last year and this year, predicting 70% but aiming for 80%.

EY pupils wrote a sentence about rules for their forthcoming farm trip.

SLT still assisting teachers and teaching across the School. Maths has been a focus this term, looking at the planning, delivery and marking cycle. SLT have also spent 2 days in Y1.

Q: Why is the SDP amber for SLT monitoring?

A: Not everyone has been monitored yet.

Rights Respecting – bullying v being unkind has been discussed. RG has attended 2 meetings where pupils wrote a mission statement, learnt Article 31, autism and discussed producing a newsletter. The latter was too time consuming to do but there is a board displaying information that has the same function. There will be an assembly tomorrow on Soccer Aid. Pupils will design and create a football obstacle course.

Anti-bullying week has been successful, in that the HT and staff have witnessed a lot of pupils being extra kind, in an already kind school. The week, of course has raised the profile of bullying and it has been important to define the differences between bullying and a few unkind words. With that in mind, the School has focused on how pupils can be kinder. Y4 have been doing ‘buddy work’ and have been volunteering in YR. There have been no bullying incidents to report.

Relaxing Mind needs to be reviewed. It is working well in some classes but some staff are reluctant to embrace it. Some of the activities were a bit too energising and have had to be removed. The HT feels that staff should do the ones that work with their cohort. It works better with older pupils and staff need to find the right activities.

The HT has been encouraging TAs to hold back in answering for pupils, allowing the SEND pupils more time to formulate their answers and give them thinking time. TAs are observed when the HT does lesson observations and they are now performance managed.

Y1 – data is looking very good with 90% above in reading. Pupils’ understanding through comprehension is also good. In Maths, all the topics have not yet been covered. Group reading is still taking place and all groups are making progress. Guided reading is working really well, with good evidence that the reading, comprehension and Lexia cover all aspects of pupil development.

The school is confident about Y2 SATs and the information in the data report is still accurate.

Y3 – The cohort is 8 SEND/6EHC. In Y2, the class achieved good results and Y3 is the time to maintain this and improve on it, especially as they have begun a new key stage. The teacher has received a lot of SLT support but there is less TA support to ensure that the classroom has less adults. The HT predicted a slight, expected dip in Y3 and asked governors to look at the end of Y4, as it is a rolling 2 year curriculum and pupils are only in their first year. While standards in English are expected to remain constant, in Geography, History and Maths with so much new material to learn, pupils will need time embed this. The HT is confident that they will do well in Y4.

Book scrutiny has not taken place yet this term, but in Pupil Progress meetings, the focus has been the more able. The HT feels that the more able are not making the progress she would hope from them and will help implement appropriate interventions, with at least 2.5 hours per class.

Q: Are staff happy with consistency of identifying more able across the School?

A: Yes, Jackie Wright re-wrote the foundation curriculum and this shows who the more able pupils are.

Admission criteria for 2020

Discussed at M&R

Staffing-induction, quality

SEND training has taken place between SENDCos on Lower and Middle schools.

SEND pupils going up to Middle school are taking part in a step-up programme, with increased visits to their destination school, in this case, Brooklands. Parents and staff are involved to ensure that this is a success. There will also be some additional visits for non EHC pupils with SEND needs. Gilbert Inglefield has not rolled out its SEND programme yet.

Q: How many SEND pupils will be joining the School in September?

A: One SEND pupil is joining YR.

Q: How many non EHCs who are still SEND?

A: Eighteen, none of whom qualify for high needs funding.

Q: Could this change to EHC if it was evident that the pupil needed more financial help?

A: The SEND register changes on a weekly basis as we review pupil needs, so yes, it could.

The HT reported that the SEND Practice Manager could not believe PD's budget and how much is accomplished with it. The ED Psy was really pleased to observe how inclusive the School is.

Q: Does the SENDCo have enough time to carry out his role?

A: You'd never have enough time. Each EHC conversation takes about half a day.

Q: Does sharing the SLT role allow time enough to be SENDCo as well?

A: Yes, it works well because it allows PD to continue teaching. On SEND heavy weeks, Jackie Wright takes on more of the teaching. PD's course will require him to go on placement in another school.

Q: How is the course going?

A: It's hard but enjoyable, with so much to get through. Will do a lot of studying over the Summer holiday as the Autumn term will be busy with reviews. There is real job satisfaction in the role.

The SENDCo has produced a ragged version of the government check list for SEND. This has proved useful. The CoG and RG have attended SEND training and met with the SENDCo which has given them a much better understanding.

There have been two resignations:

- Mrs Minney who offers 1-1 support and social skills/nurture groups. Mrs Minney may come back as a volunteer on trips in the future.
- Mrs Hiles, Office Manager. Mrs Hiles is retiring. She has given three months' notice. A job description has been finalised and her role will be advertised by the end of the week. Logistically, it will be better to re-locate the Office Manager to a quieter area of the Office. Ideally the new Office Manager would be someone with a school office background. The HT is happy to be flexible about hours and conditions to attract the right person. Mrs Hiles will do a handover and some work in September. Governors wanted to show their appreciation for all her hard work by taking her out for a meal. Further discussion is needed about this as Mrs Hiles is very modest.
- A cleaner has resigned and been replaced, starting on Monday. In the interim, the Site Agent has covered the cleaning.

Responsibility Reports

Rights Respecting- An assembly for Soccer Aid has taken place.

Class 1 Trip – CoG to attend next week. CoG unable to attend the residential this year.

SEND course – RG and CoG have attended.

Data course – RG has attended a data course and while she found it challenging, it has highlighted the need for data to be accessible and meaningful. RG feels that the data provided by the HT meets this and enables her to build trust in the information she is receiving. This is further backed up by the IDSR on line. Fischer Family Trust (FFT) data is now being used again and will be part of meetings with the SIP.

Safeguarding

Review audit to take place. Date to be agreed.

CoG/HT

Policies

More Able Policy. Staff are happy with this policy and the 'identification hints' appendix. AHT to circulate.

AHT

11. AOB

The AHT reported on the Pupil Interest questionnaire, which has asked what pupils enjoyed doing outside school. 83 questionnaires were returned (60% of school) As it was an open-ended questionnaire, it allowed for varied responses. The most popular activity was computing. The AHT feels that data from this will help with enrichment gaps. It will also help with the monthly challenge as certificates had dropped significantly. The AHT will use the information to plan

for Friday enrichment, a time that pupils really enjoy. She reported that given some of the behavioural needs of some SEND pupils, they are comfortable mixing groups and working with a different teacher on a Friday. Pupils who usually have 1-1 support thrive without it in the enrichment sessions.

PE observations to take place in YR by CoG.

The HT has reviewed the music provision and discontinued the P Bones and overall dance provision. She felt it was time to try the offer from the Music Service, which is differentiated and focused around topics such as traditional tales. 50 minutes weekly are provided and this will only cost an additional £400. Dance tuition will still take place for Y1-2.

The date of the next FGB has changed to Wednesday 4 July. Clerk to inform GB.

Clerk

Dates of future meetings

All meetings to be held on a Wednesday:
04.07.2018 FGB

**All to
note**

If governors are unable to attend or know that they will be late, please email the clerk.

The Meeting ended at 9.05pm

T&L Minutes 16.05.2018

by Elleesa Jones • 5 months ago • Print

Rectangular Snip

		I agree that the minutes of the T&L Committee meeting 16.05.2018 are a true and accurate record.
4 participants	+	✓ 4
⊖ Paula Bangs	✎	✓
⊖ Rose Gunter		✓
⊖ Mike		✓
⊖ Susanne Dove		✓

Signed

Date