

**Minutes of the Fourlanesend Community Primary School Curriculum & Standards Committee
Meeting held at the School on Monday 13th November 2017 at 10.30am**

Present	Mr A Battley Mrs J Eason Mrs R Ginger Mr S King Mrs R Norton Mr R Wilde	Committee Chair Chair of Governors Headteacher
Apologies	None	
In Attendance	Mrs S Garton	Clerk to the Governors

The meeting commenced at 11.10am.

1. Welcome and Apologies

Mrs Eason welcomed governors to the meeting. There were no apologies for absence as all governors were present.

2. Elect Committee Chair

Verbal nominations were sought at the meeting. Mrs Eason nominated herself to continue as Committee Chair and this was agreed.

3. Confirm minutes of the meetings held on 2nd May 2017 (previously circulated)

The minutes which had been previously circulated were agreed and signed as a true record of the meeting.

4. Matters Arising

Item 11 – The accessibility audit is still to be undertaken. An EYFS and a Safeguarding visit will also be undertaken.

ACTION: Mrs Eason

All other actions as stated were complete.

5. SDP/SEF update

The evaluated SDP 2016/17 and SDP 2017/18 had been previously circulated. The Headteacher explained the layout and that it is focused on looking forward and underpinned by staff performance targets. The Headteacher confirmed that the updated SDP 2017/18 will be a focus at the next FGB Meeting, especially governor visits. It was agreed that the FAST programme/PE/Maths/More Able Reading all require governor visits.

ACTION: Headteacher

In answer to a question the Headteacher confirmed that the SEF will be updated.

ACTION: Headteacher

6. Update on curriculum

The Headteacher confirmed that the Abacas package for Maths did not do well and White Rose is used instead. This package meets the Ofsted criteria as well as helping to meet national activity requirements for pupils of 30 minutes a day. This is delivered as: 10 minutes Wake and Shake, 10 minutes walk round after lunch and 10 minutes activity within Maths.

The Headteacher confirmed that the school is constantly evolving aspects of its curriculum according to the different children it has at the school.

The Headteacher confirmed that this term's topic is 'What does Cornwall mean to me?', with various associated activities planned, including a trip to Truro by train this week.

7. Review data/pupil progress by cohort inc. vulnerable groups

A pack of data taken from the SEF Autumn 2017 was circulated to each governor. From and further to this:

- The Headteacher confirmed that pupil attendance is down due to a prevalent bug that had been going around at school (see also Item 9)
- The Headteacher confirmed the colour coding as shown on page 2 of the data pack. It was agreed that EYFS Shape, Space and Measures is not as good as the other subjects shown on that page.
- Governors looked at the data on Page 3 and asked if this was taken at the point that the child arrived. The Headteacher confirmed that it was taken at the end and the children had made good progress but had had a low level of entry. The process of closing the gap was discussed with the Headteacher. The Headteacher was asked how many pupils were in that year group and it was confirmed it was 14.
- KSI Attainment 2017 was explained by and discussed with the Headteacher, especially the areas for improvement. The Headteacher was asked if there was anything we could do better for KSI and it was confirmed that this was an individual and challenging cohort and that required support is being given according to pupil needs. Governors thanked the teaching staff for their work, especially as there had been a lot of changes.
- EY to KSI Subject Tracking (2015-2017) is in line with the national position.
- In House Data for the Whole School was discussed and it was agreed that this was a more meaningful data set. Ten children did not make the ARE across the school but processes are in place to support them all. Reasons for their outcomes are known for every child. Staff have a particular focus on Pupil Premium and SEN children.
- The Headteacher confirmed that children should make 3 points progress a year. It was agreed that the Reading and Writing and Maths results were positive.
- The gender split was discussed and is a particular focus of both the SDP and staff performance management targets. In answer to a question the Headteacher confirmed that pupils' data moves on with them when they move to another school.
- KS2 Most Able data was discussed. Three of the children have been receiving support from the Headteacher.
- Case studies are used where the number of pupils in cohorts are small as their data is not statistically significant.
- Governors agreed that the SEN data was very impressive and the levels of progress excellent.
- Year 1 phonics is in line with or above the national picture.
- There are no 'invisible' children in the school – every child is known.

8. Review quality of teaching

The Headteacher confirmed the quality of teaching is defined by the good data. The Headteacher confirmed that governors could focus on pupil conferencing as part of their visits.

ACTION: All

9. Attendance data and targets

The Headteacher reported that the current figure is 93.55% for the first half term due to a virulent bug that had gone around the school.

The Headteacher confirmed that she had authorised an absence for a child to go on a short break prior to Christmas due to exceptional circumstances and on the recommendation of the social worker.

10. Pupil Premium and Sports Premium update

Already covered above.

11. School Council

The Headteacher confirmed that the school was looking to attain a Paddle Award. It was agreed that school council might be a useful focus for a governor visit and in future children would provide face to face feedback on their school council at a governors' meeting.

ACTION: Headteacher

12. Agree staff training and INSET days

September INSET training had been held. Future INSETs are to be held on 4 January, 23 April, 24, 25 and 26 July. Twilight sessions are held every Wednesday until 6.00pm and always cover the SDP.

13. Policies for review/approval

There were none for this meeting.

14. Any Other Business

- There have been no governor visits so far this academic year and this will be covered at the next FGB meeting.
ACTION: Chair of Governors
- Mrs Eason confirmed she will be stepping down as a governor at Easter due to work commitments.
- The Headteacher confirmed that Vanessa Burton is the new Parent Governor and she has been invited to the next FGB meeting. Her contact details are to be supplied to governors.

ACTION: Headteacher

- The next Governor Conference is to be held on Saturday 18th November at Brannel School.
- Mr Battley will be attending the GO2 training course on 7th December and will give feedback at the following FGB meeting.

ACTION: Mr Battley

- Thanks were given to the Headteacher for her hard work and dedication.

15. Date of next meeting

The date will be set at the next FGB meeting.

The meeting finished at 12.05pm.

CHAIR:

DATE: