

| Meeting 1 – Part I Minutes – Teaching & Learning | | | | | | | | | |
|--------------------------------------------------|--|-----------------------------------------|----------------|-----------|-----------------|----------|----------|-----------|--|
| Date/Time 21s | | uesday ^t January .30pm | Location | n | Whimple Primary | School | | | |
| Attendees | | Initials | Category | Committee | Attendees | Initials | Category | Committee | |
| Carole Shilston | | SJ | Head Teacher | F&R/T&L | Matt Brown | MB | Staff | T&L | |
| Gail Martin-Davies | | GM | Co-opted | T&L | Julia Green | JG | LEA | T&L | |
| James Terrett | | JT | Parent - Chair | T&L Chair | Linden Best | LB | Parent | F&R/T&L | |

| Apologies | Initials | Category - Reason | | |
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| Absent without Apology | Initials |
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| In Attendance | Initials | |
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| Cathy Culshaw | СС | Clerk |
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| Minutes to | Papers to |
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| Attendees | |
| Apologies | |
| School Noticeboard | |
| School Website | |

| | Agenda | Led by |
|---|-------------------------------------------------------------|--------|
| 1 | Apologies | TL |
| 2 | Business Interests | TL |
| 3 | Minutes of the last meeting – 29 th October 2019 | TL |
| 4 | Matters Arising | TL |
| 5 | School Improvement Plan | CS |
| 6 | Curriculum | CS |
| 7 | Class Organisation/staffing structure | CS |
| 8 | Policies | CS |
| | Date of Next Meeting: 9 th June 2020 | |

| Ref | Action or Decision | Owner/ Decision | Date Due |
|-----|-------------------------------------------------------------------------------------------------|--------------------|----------|
| 1.1 | Apologies | | |
| | There were no apologies. JG was present for part of the meeting. | | Complete |
| 2.1 | Business Interests | | |
| | None to report. | | Complete |
| 3.1 | Minutes of The Last Meeting | | |
| | The Part 1 Minutes of the meeting held on Tuesday 29 th October 2019 were agreed and | | |
| | signed by the Chair as a true and accurate record. | Decision | Complete |

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| Ref | Action or Decision | Owner/ Decision | Date Due |
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| 4.1 | Matters Arising | | |
| | The meeting moved to Part 2 | | |
| 5.1 | <u>School Improvement Plan – Data Update</u> | | |
| | CS handed out the Teacher Assessment results from the end of the Autumn term. The document shows comparison of each year group from KS1 or EYFS to Summer 2019 and Autumn 2019. The figures are shown in percentages. | | |
| | The Governors reviewed the figures looking at progress across all year groups. | | |
| | LB challenged the progress of Year 5 in writing – Greater depth (GDS) has dropped from 17% to 8%. CS explained that as year 5 a half way through a two year programme the staff review will have been cautious. CS also clarified that these results include in-year transfers and the data from their previous schools. | LB Challenge | |
| | CS talked through the interventions in place: | | |
| | Year 4 – reading inference Year 5 – Mind the Maths Year 6 – targeting pupils that are bordering achieving Greater Depth (GDS). | | |
| | CS also talked about a new 'Whole School' writing programme to help with consistency of progression. | | |
| | After a long discussion regarding the results JT summarised that any concerns had been noted and explanations received from the head. The Spring and Summer will give a more robust picture which will again be scrutinised. The committee were satisfied that suitable interventions are in place as required. | | |
| 5.2 | School Improvement Plan – Pupil Groups | | |
| | ACTION: CS will complete a break down into of the results into pupil groups (PP/SEND etc). To be reported at next meeting | CS | 9 th June |
| 5.3 | School Improvement Plan | | |
| | CS reported that we have recently had a visit from School Advisor - Helen Everset. Helen suggested that looking at some of the data at Whimple could hasten an Ofsted visit to three years as opposed to four. As already reported by this committee, it is felt that looking at the stories behind the data builds a clear and acceptable understanding of the data. | | |
| | CS reported that the Oak and Willow Class teachers are undertaking a Teacher Research group linked to the Maths Hub. The school has also introduced a writing progression across the whole school using the Devon TREaching sequences. | | |
| | LB asked CS about some additional early years support that we are due to receive. CS confirmed that an Early Years advisor is due in for a 4-hour visit in March. | | |
| | CS reported that staff meetings are held once every half term looking at book scrutiny and identification of pupils that need intervention/additional work. | | |



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| 5.4 | School Improvement Plan – SEF | | |
| | To be covered at the next meeting. | | |
| 5.5 | School Improvement Plan – Fantastic Friday Feedback | | |
| | CS reported that the Fantastic Friday is still enjoyed by children. When evaluating the programme the children are asked which of the 6R's they felt they had used. | | |
| | CS has created a new 'Activity Passport' for all children. These have been uploaded to the class pages on the portal. The passports include things like setting actions like <i>read three books by the same author</i> . | | |
| 6.1 | Curriculum | | |
| | 'Working Walls' walk around the school | | |
| | CS prepared some questions for Governors to look at whilst walking around the classrooms. The questions link into the SIP. | | |
| | Before the walk, JT talked about the new Ofsted framework and there was a long discussion regarding curriculum testing and how to analyse progression when year groups are combined and each year the year group combination change. This is a challenge faced by a small school such as Whimple. KN asked whether Planning Schemes of Work are completed across the year groups. CS confirmed that it is. | | |
| | KN talked through her experience of a recent Ofsted inspection at the school she teaches at. | | |
| | LB reported that there is an Ofsted roadshow which is free to attend on 29 th January and one run by Babcock on 11 th February. ACTION: All Governors are welcome to attend. | ALL Governors | Jan and Feb |
| | The Governors went on a learning walk. | | |
| | Overall the Governors were very impressed with the working walls. They identified what was being learned with consistency across the year groups. The boards were age specific with a clear indication of growth through the school. All classes had SEND in mind as well as PSHE. | | |
| | ACTION: MB to type up the full comments and distribute to the Clerk and committee. | MB | ASAP |
| 7.1 | Class Organisation/Staffing Structure | | |
| | CS updated the committee on changes to staffing this term. | | |
| | One of the F/T HLTAs has reduced her hours to three days. We have appointed a HLTA for one day and a TA for one day. Both are on a temporary contract to offer flexibility in September. | | |
| | CS reported that we still need to recruit more MTAs. | | |



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| | The school has also we have a school has a s | velcomed two student teache Beech. | ers this term. One | will be working in | | |
| 8.1 | Policies | | | | | |
| | Online Safety Policy CS reported that this is a SW Grid for learning policy which has been adapted for the school. | | | | | |
| | | l completes reports to the FG to the termly safeguarding r | | | | |
| | There was an amend | ment to some of the wording | | | | |
| | The Online Safety Policy was unanimously agreed and signed by the Chair with the agreed amendments. The policy will need to be signed of at the next FGB. | | | | Decision | Next FGB 11 th Feb |
| | Early Years Policy | Early Years Policy | | | | 11 100 |
| | CS talked through the changes. The Policy was unanimously agreed and signed by the Chair | | | | Decision | Complete |
| | Home Learning Policy There were no changes to the policy. | | | | | |
| | The Policy was unanimously agreed and signed by the Chair | | | | Decision | Complete |
| | 1 | The meet | ing finished at 8.30 |) | Decision | |
| Date/tir | ne of next meeting | 9 th June 2020 | Location | Whimple Primary Sch | ool | |