



Yvonne Hilditch Chancery MAT [85] 24 October 2018

Excalibur Standards and Curriculum Minutes 04/07/2018

▶ Excalibur Primary School ▶ Wednesday, July 4, 2018 ▶ 17.00 ▶ Chair: Mike Cross ▶ Clerk: Yvonne Hilditch

FINAL: The minutes are confirmed and locked.

Governors Attending: >Petra Wayman-Zwart, Lise Houldsworth, Rachel Hackney, Juliet Tomkinson, Jonathon Riley, Sarah Sproston,

Governors Apologies: >Vicky Alsop,

Non Governors Attending: >

Non Governors Apologies: >

Agenda Item 1 ▶ Apologies for Absence

MINUTE Apologies were received and accepted from Vicky Alsop (work commitments) and Mike Cross.

Agenda Item 2 ▶ Declaration of Pecuniary Interests

MINUTE 1.No pecuniary interests were declared for this meeting. 2.Other business proposed, to be discussed at the end of the meeting: - None

Agenda Item 3 ▶ Review the Minutes from the previous meeting

MINUTE

DECISION The minutes of the meeting of the Committee on 14th March 2018 were confirmed as a correct record, and had been approved and signed at the Spring term full governor board meeting on 28th March 2018.

Agenda Item 4 ▶ Matters arising from the previous minutes

MINUTE Review the outstanding issues from the meeting on 14th March 2018: 1.Look into the creation of a questionnaire that can be given to governors that have resigned so that we receive feedback to the governing board (SS). This will be prepared ready for when a governor leaves 2.MC to attend SEND training and the training liaison governor is to talk to him about this. (SS/MC) SS has spoken to MC about the training and where it can be sourced from. SS also presented a link governor job description from The Key. 3.Give all governors access to ASP by Autumn 2018/19(YH). Access will be provided in the Autumn term. 4.CEO to register with LA for monitoring and moderation of tests- £400 through CHES (YH). Not yet available. 5.SSDP Priority 5 - The use of outdoor learning is to be trialled by the deputy head in the Summer term in maths and the finding will be feedback to the Summer term meeting.(JT) To be completed in the autumn term 6. The Art and Design Policy to be taken to the full board meeting on 28th March 2018 for approval (YH) Completed 7. The Design and Technology Policy to be taken to the full board meeting on 28th March 2018 for approval (YH) Completed 8. The Music Policy to be taken to the full board meeting on 28th March 2018 for approval (YH) Completed 9. The last line in the policy around un-joined letters is to be removed. The Cursive Handwriting Policy to be taken to the full board meeting on 28th March 2018 for approval after correction(YH) Completed

ACTION 1.Look into the creation of a questionnaire that can be given to governors that have resigned so that we receive feedback to the governing board (SS)
2.Governor SEND training (MC)
3.Give all governors access to ASP by Autumn 2018/19(YH)
4.CEO to register with LA for monitoring and moderation of tests- £400 through CHES (YH)
5.SSDP Priority 5 2017/18 - The use of outdoor learning is to be trialled by the deputy head in the Summer term in maths and the finding will be feedback to the Summer term meeting.(JT)

Agenda Item 5 ▶ Review the School Development Plan 2017/18

MINUTE LH did not present a SWOT analysis but presented the headings for 2018/19: Outcomes for pupils Priority 1 Increase the proportion of pupils working at greater depth in English and Maths Priority 2 - Further Increase the progress of disadvantaged pupils in English and Maths Priority 3 - Ensure all pupils secure a good level of development at the end of EYFS unless there are compelling reasons for them not to Quality of Teaching, Learning and Assessment Priority 4 - Further develop the Science curriculum to ensure pupils develop specific skills and knowledge appropriate to their ability. LH explained that this would now be the wider curriculum rather than science alone and would include KS2/3 transition, Art and DT, Humanities, acquisition of vocabulary through topic work and how it impacts on the pupils. Priority 5 - To develop the use of the outdoor environment to further consolidate and deepen knowledge and skills across the subjects. Personal Development, Behaviour and Welfare Priority 6 - Further support the development of pupils personal development and welfare through CE Emotionally Healthy Schools Project. LH explained that this would include drug watch, play therapy, counselling. This is also included on the CMAT action plan and approved by the directors. Effectiveness of Leadership and Management Priority 7 - Ensure strategic succession planning and professional development continues to secure highly effective teaching across the school. Priority 8 - Ensure that the local governing board are effectively supporting and challenging the school in the new MAT governance arrangements.

CHALLENGE **Subject leads in the two schools will this become shared in the future? LH The shared practice is happening at the moment by the subject leads across both the schools and this may be extended to good practices but it is not being seen as one job in both schools at the moment.**

Agenda Item 6 ▶ Review assessment data for the Summer term 2017/18

MINUTE Assessment data has been collected from teachers for the Summer term but the Pupil Progress meetings with teachers have yet to take place so the assessment data is not available at this time. It will be presented at the full board meeting on the 11th July 2018 as part of the headteacher's report. The Pupil progress meeting are happening the week commencing 9th July 2018 KS2 results will be available to the school on the NCA website on 10th July and a summary will be presented to the local governing board on 11th July 2018

ACTION What did we submit for Teacher Assessments for reading? LH we do not have them at hand but 87% expected and 53% greater depth.

Agenda Item 7 ▶ Pupil Premium

MINUTE The Spring term report was presented by the Pupil Premium governor following her meeting with the Pupil Premium Champion in school. The report covered the following: 1.The number of pupil premium pupils as 14 and the pupil premium monies being received by the school as £30,040. 2.The objectives that the school use in spending the pupil premium monies to boost attainment of those pupils, to increase learning outcomes in maths, reading and writing, to reduce barriers to learning and to increase self esteem and social skills. 3.The review of spending within the schools around nurture provision and building self esteem, confidence and social skills, dedicated tutor time to boost attainment, the creative action team to enhance emotional learning and the My world project. 4.The outcomes of pupils in the autumn term was reviewed for all pupils. 5.Conclusion which included that there was clear audit trails showing the allocation of pupil premium monies to relevant resources for each pupil 6.The Summer term report will be presented in the Autumn term meeting. The governors present commented on how well prepared the PP report was.

CHALLENGE **Are meetings with the PP Champion useful as a governor? RH - Yes very useful to see what is going on in school.**

Agenda Item 8 ▶ SEN

MINUTE No governor report was presented. This is to be done in the full governing board meeting on 11th July 2018.

Agenda Item 9 ▶ Admissions

MINUTE 1. Admission applications for 2017/18 and response time. The report for the year to date 2017/18 was presented by YH. It showed that all applications had been responded to within the 10 working days, all within 1 or 2 working days except one that was 6 working days and was due to a query with the application. 2. Appeals since 14th March 2018 - There were no appeals.

CHALLENGE Why has a place been offered in year 5 with a class size of 30 and later in the year place has been rejected with a class size of 30? LH This would have to be investigated further but there are reasons where children are moving into the area and there are no places in other school that the school is asked by CEC to take them. We do not normally accept pupils that will take the class sizes over 30.

Agenda Item 11 ▶ Policies

MINUTE The policy listing for the committee was reviewed. •The Music Policy has been updated and was presented for review at the meeting •The PE Policy has been updated and was presented for review at the meeting •The Phonics Policy has been updated and was presented for review at the meeting The Literacy and the SEN policy will be ready for the Autumn Term meeting

Agenda Item 12 ▶ Safeguarding

MINUTE

ACTION Governor to meet with safeguarding lead in the Autumn term (SS)

How often are safeguarding lead courses? LH these are termly from the Scies team.

CHALLENGE Will LH stay as safeguarding lead? LH in the first instance I will stay as lead but if I move further out of school a new deputy will be trained and JT will take on the lead role.

Agenda Item 12 ▶ Director of Children's Services Report Summer Term

MINUTE YH reviewed the Director of Childrens Services report with the governors.

Agenda Item 13 ▶ Training

MINUTE GDPR training had been completed by one of the governors and there were 2 spaces for further GDPR training to be undertaken on the CEC training module.

Agenda Item 14 ▶ Any other business

MINUTE LH spoke to the governors about SEN and the local authority. MC email was read out on the role of governors in the new Local Governing board. It was agreed that this would be discussed at FGB meeting on 11th July 2018.

Governor Agreed Actions set during this meeting: 0

Standards and Curriculum Committee - Summer Term Meeting 2017/18 dated:
04/07/2018
Minutes approved by Yvonne Hilditch