

BOWHILL PRIMARY SCHOOL

Minutes

Teaching and Learning Committee

**6.00 p.m. on Tuesday 27th February 2018 at
Bowhill Primary School**

Present: Matt Giles, Joanne Radford, Natalie Miles, Debra Ward, Caren Brooks, Ruth O’Neale.

Apologies: Stephen Cousely

In attendance: Dominic Brindell (new governor).

Item	Description	Led by	Notes	Time
1	1.1 Welcome & Apologies 1.2 Attendance & Business Interest Register 1.3 Fire Alarm	MG	RON to sort onboarding for DB as new governor	6:05
2	Approval of Minutes from the T&L committee meeting held on Tuesday 7th November 2017	MG	Minutes agreed.	6:10
3	To discuss matters arising from the minutes Actions which were taken: <ul style="list-style-type: none"> ➤ NM confirmed role as SRE lead ➤ MG heard back from ‘Celebrity’ Chef for food related event – very elusive on price. Not sure how to pursue with lack of time left as a governor / lack of budgetary awareness for an event of this kind. 	MG	Actions to be taken: Governors discussed how to proceed with Food related Community Values event. Agreed the event will be in the summer term. Once date is known governors may try and get a “celebrity” to attend but the most important thing is collaborating across the four schools.	6:15
4	Election of a new chair for T&L Committee	MG/RO	MG confirmed he is resigning as T&L chair and as governor after FGB. Governors discussed current responsibilities and length of tenure. CB confirmed agenda management will become more streamlined once the clerk returns from absence.	6:25

			<p>JR agreed to be interim chair. NM to be vice chair.</p> <p>The roles of chair and vice chair will be reviewed again in Sept. Governors will also need to look at the distribution of governors across committees to ensure all responsibilities are shared.</p> <p>CB/RON confirmed they will support JR and NM.</p> <p>RON to add to FGB agenda who will be the governor lead for British Values.</p> <p>Governors thanked MG for all his hard work.</p> <p>This was DW's last meeting and governors thanked her for her hard work. The next teacher governor will be Charlotte Bird. Charlotte will be asked if she could take on the Sports Governor lead role as DW has been doing this.</p>	
5	<p>Questions to the Headteacher</p> <p>Questions related to the SMIP (specifically teaching and learning) before approval of the SMIP</p>	MG	<p>The following questions were raised before the meeting:</p> <ol style="list-style-type: none"> 1. What proportion of new sports funding is being used to support Pupil Premium children? <p>CB confirmed this isn't a fixed percentage but there are agreed targeted areas.</p> <ul style="list-style-type: none"> • Outdoor learning (this is also a performance management target). • Focus on farming. 10 year 2 PP children will be attending Devon County Show. • Swimming at Alphington school after Easter has been discussed but as yet has not been agreed. <ol style="list-style-type: none"> 2. Any concerns about the attendance of PP children? <p>CB confirmed the % is 93.5 (95.8 for other). The difference is one or two families. One PP child has 53% attendance but this is atypical. This figure also includes exclusions (there has been a year 5 child who is PP and has been excluded).</p> <ol style="list-style-type: none"> 3. Any concerns about exclusion rates for PP children? <p>1 recent exclusion for a PP child.</p>	6:30

			<p>There are rare exclusions and another recent exclusion was not for a PP child.</p> <p>JR asked about educational welfare involvement, there is some but this is not usual.</p> <p>4. Are there any plans for PP leads in the MAT schools to meet?</p> <p>Yes- met 7th Feb at West Exe. Next meeting is at Bowhill at 8th March.</p> <p>The West Exe event was showcasing good practice in the SW region.</p> <p>5. How is sexuality covered in SRE teaching?</p> <p>Noted this was raised because of some anecdotal feedback that some children use "gay" as an insulting term. CB confirmed this is corrected if heard. SRE teaching covers all kinds of relationships in a balanced way.</p>	
6	Monitor and evaluate progress of SMIP, consider evidence from governor visits, adviser reports, data analysis and report back to FGB	MG/CB	<p>CB confirmed targets submitted start of the year. Foundation stage may not get % of GLD they were hoping for. Some children have a EHC plan and are needing lots of support. One foundation class has 10 EAL children (Mr Tatchell-White).</p> <p>Year 2- targets being actively discussed. If % of ARE isn't achieved at SATS should be achieved by July. Year 2 is 2/3 boys.</p> <p>Year 6 – CB, Mark Burnard, Helen Eustace working with individual children who are on the cusp of being ARE; "pivotal pupils". Some staffing concerns in years 5/6 due to illness/absence.</p> <p>Indicative numbers for next year's reception 65 first place choices (v PAN 75). JR asked how the current smaller reception/year 1 will be managed</p>	6:40

			<p>through the school in terms of class numbers. CB clarified this.</p> <p>ACE academy trust have approached CB and our MAT CEO/school improvement lead regarding some collaboration. Redhills have a low intake projected for September and may do a local campaign to try and attract additional families. Governors may need to discuss this with ACE if there are concerns about this impacting on our local catchment area/families. CB will keep RON updated.</p>	
7	Review school performance from data dashboard (if available)	MG	<p>CB updated all on targets and progress (and additional updates were provided in the English and Maths lead reports).</p>	6:45
8	Values	MG	<p>C.A.R.E was the focus of a recent learning walk. Spring lesson observations will focus on this.</p> <p>JR suggested some laminated “badges” with colours for each of the C.A.R.E letters could help with the promotion of this in the school. This will help build the shared language in school.</p>	6:50
9	Well-being – exploring how to look after everyone in our school community	MG / CB	<p>Staff illness and the pressures on staff who are in school and not ill noted!</p> <p>Governors offered any practical help staff may appreciate. DW/CB to note and share this offer with staff.</p> <p>MG asked if impending Appeals Committee is impacting anything and CB confirmed not.</p> <p>CB noted discussions about staff tenure and succession planning for some long</p>	6:55

			standing members of staff continue.	
10	Monitor Impact of educational visits and residentials	MG / CB	London and Dartmoor trips are well subscribed. Recent positive visits include Buckland Abbey.	7:00
11	Receive Safeguarding update from Headteacher	CB	<p>Maternity cover for family support worker has been arranged. CB confirmed one family has now finished having any social care involvement after a long period.</p> <p>JR confirmed the recent Safeguarding Audit was very thorough and very positive. There were very few improvements recommended. Attendance, implementing a first day call procedure has been recommended.</p> <p>JR had reviewed the single central register with Iris and the auditor. This was very useful.</p> <p>JR to send her report to all governors.</p>	7:05
12	Children in Care	CB	<p>Two in care, one who was recently excluded (child is being educated in alternative provision). School applied to the inclusion panel for the package of provision and it was rejected due to insufficient medical information (the recommendation had been to make the application on medical grounds). The process around the package of provision and whether the child remains on Bowhill's register continues. Bowhill are trying to keep the level of social care involvement for the other child in care (special guardianship) due to continuing concerns.</p> <p>School concerns about social care</p>	

			<p>referrals not being progressed/accepted continue. Governors re-stated their willingness to get involved if it would help. Social care seem to be downgrading referral severities on the basis of the parent saying there is no ground for concern (which is poor practice which gets highlighted in Serious Care Reviews).</p> <p>Operation Encompass- this has generated more calls since it has been launched. Noted that schools are getting more timely notifications however so this is positive.</p>	
13	Receive English Report from English Lead and Maths Report from Maths Lead	MG /CB	Reports were circulated ahead of the meeting. No additional questions were raised.	7:10
14	Receive Pupil Premium Report from PP lead	RO		
15	Agree arrangements for Gifted and Talented pupils	RO	How the school identify higher attainers was discussed. Differentiated teaching supports children working at greater depth. There are some ad hoc extra activities e.g. Philosophize (Philosophy of the playground) or Maths competitions. Discussed benefits of having gifted/talented children identified in all subject areas and celebrating all children's successes.	7:20
16	Monitor SEND inclusion arrangements, ensure statutory duties are being met & report to FGB	MG/CB	CB confirmed all statutory duties are being met. SEN governor morning is AM March 13 th . All governors are encouraged to attend. JR noted how helpful it is as a group to governors coming together to focus on this.	
17	Mid-year review of training needs for the FGB and clerk	MG	It was agreed to defer this to FGB agenda. JR will need to do enhanced safeguarding course (again as this has to be renewed). Recommended Headteacher Appraisal could be attended by someone as MG has done this and once he leaves only Reg and RON have done the training). There are some new courses e.g. focused on diminishing the differences (which RON has sent onto Rod).	

18	Review parent consultation arrangements	MG /CB	CB confirmed Ofsted's Parentview is still the preferred method. Agreed reminding parents about this in the newsletter is useful.	
19	Review SRE Policy (2 years) due Feb 2018	MG/CB	CB has revised this. This needs to be approved. Governors approved the policy and recommended this to FGB.	
20	Review R.E. & Collective Worship Policy due Feb 2018 (3 yearly)	MG	Deferred to Feb 2019 (this was an agenda error).	
21	Review Anti-Radicalisation Policy (2 years) due Feb 2018		Governors approved. MG noted the appendix is of particular interest.	
22	Governors' Reports	MG	Governors were reminded to submit these. NM has a draft Science visit report. JR will circulate her Safeguarding report.	
23	Items brought forward by the Chair	MG	Teacher adverts going out: Katherine Richards is leaving. Replacement will include responsibility for English. Ad closing date is w/b April 16 th . Foundation stage teacher for third class. CB will need governor help with interviews: 1 st May and 19 th April.	7:30
24	Dates & Time of next T&L meetings	All	6.00 p.m. on 17 th April 2018 26 th June 2018	

Attachments:

1. Maths and English reports 2. Draft SRE Policy 3. R.E & Collective Worship Policy 4. Anti-Radicalisation Policy 4. Pupil Premium Visit Report – Ruth O'Neale