

Minutes of the Teaching & Learning Sub-Committee Meeting held at South Wootton Infant School on Tuesday 10th March 2015 at 15.42 p.m.

Present: Mrs. Elizabeth Nockolds, Mrs. Beverley Allen, Mrs. Annabel Hayes.

In attendance: Miss J. Davenport (Headteacher), Mrs. L. Thomas (Clerk).

No	Agenda item	By date	By whom
1	Consideration of apologies sent There were no apologies.		
2	Election of Vice-Chair A Vice-Chair could not be appointed due to the lack of a Governor who was not a member of the school staff. Therefore the appointment was deferred to the next meeting. ACTION: Appoint Vice-Chair	02/07/15	S-C
3	Minutes The minutes of the meeting held on 13 th November were agreed and signed. <i>Acceptance was proposed by Mrs. Allen, seconded by Mrs. Hayes and carried unanimously.</i>		
4	Matters arising There were no matters arising.		
5	Post Ofsted SIDP update The Headteacher reported that the Education Challenge Partner had visited the school recently and had stated that the Post Ofsted SIDP was a working document which should be annotated to show progress on the priorities. <u>Priority 1</u> – Teaching and Learning. The school was working in conjunction with the Junior School to carry out lesson studies and observations to share good practice. The Headteacher would carry out Performance Management mid-year reviews after Easter. Pupil Progress Meetings – individual teacher meetings had been affected by staffing changes, however they had been carried out during a staff meeting. Marking & Feedback policy – this had been reviewed September 2014. N2GG – training had been accessed for staff through the scheme. Monitoring of the TA training would be evaluated on the ‘Deep Dive’ day. <u>Priority 2</u> – Literacy. Phonics – Governors to monitor on the ‘Deep Dive’ day. Guided Reading – Subject Leader monitoring progress of children. Resources purchased to develop reading corners in all classes. Reading Cafés –		

	<p>ongoing and well supported by parents. Mrs. Nockolds queried how many books could be purchased for £100. The Headteacher responded that these books were purchased as a teaching aid for Reading Café's and not for general use by the children. Boy/Girl gap – the Headteacher reported that there were significantly more boys than girls in the current Year 1 classes which could have an impact on results. Mrs. Hayes reported that this was the same in her class and that some children were receiving intervention. Skills tracker – Mrs. Nockolds questioned why this area had been highlighted as red. The Headteacher reported that due to staffing changes there had been no opportunity to develop the skills tracker but that staff would cover this in the summer term.</p> <p>Priority 3 – Leadership and Management. The Headteacher had received training on data analysis but had not had the opportunity to disseminate this to the teachers. Subject Leaders for Literacy and Maths would report to Governors on the 'Deep Dive' day. The Headteacher reported that their Action Plans had been written. Curriculum folders – writing portfolios were in place and staff were looking at something similar for Maths. Miss Hayes would be looking at Assessment in light of the removal of National Curriculum levels. Discussion followed. Pupil Premium – deferred to later in the meeting (Agenda item No. 7). The Headteacher stated that the school now needs to plan for the next 3 years, through discussion with staff and Governors, to move the school forward. Changes were coming in to the Year 2 tests to include spelling, punctuation and grammar. Mrs. Nockolds asked when these would come into effect. The Headteacher confirmed next year.</p> <p>Mrs. Nockolds asked what would be included in behaviour and safety. The Headteacher said this would need to be studied but possibly behaviours for learning. The Headteacher confirmed she would be arranging training for MSAs in the summer term. Mrs. Nockolds asked if the MSAs had appraisals. The Headteacher replied she had had insufficient time this year to carry them out, but would do so in the Summer term.</p> <p>The Headteacher reported that she had presented the Education Challenge Partner with a copy of the completed SEF document and that she had agreed with the Headteacher's judgements in all areas. Mrs. Nockolds asked for clarification on Tapestry. The Headteacher explained this was an application used for recording children's achievements. Mrs. Nockolds asked the Headteacher what the school needed to do next to take the school forward. The Headteacher replied that this would be discussed with staff.</p>		
6	<p>Curriculum overview</p> <p>The Headteacher had prepared a document for publishing on the school's website which covered the subject areas of the curriculum. Topic webs, which come under the subject headings, were already published half-termly on the website. The Curriculum overview would be discussed at the next staff meeting and taken to Full Governors' for approval before being published on the website.</p> <p>ACTION: discuss Curriculum overview with staff</p> <p>ACTION: take Curriculum overview to Full Governors' for approval</p>	11/03/15 19/03/15	H/T Govs
7	<p>Pupil Premium/Sports Premium updates</p> <p>Document for Pupil Premium presented to Governors. The Headteacher stated that the outcomes would be added in the summer term. The school would be monitoring closely the progress of Pupil Premium children. Mrs. Nockolds</p>		

	<p>asked if the school had any LAC children. The Headteacher confirmed not at present.</p> <p>Sports Premium – the Headteacher reported there had been some spending on staffing and she would be looking at training for the future. Further spending would be on iPads to support the curriculum and the Headteacher would like a projector for the hall. Mrs. Nockolds queried whether this could be purchased from the Sports Premium. The Headteacher confirmed that this would be used as a Teaching and Learning tool and therefore a legitimate expense.</p> <p>Mrs. Nockolds asked if the children were still as keen on PE following the resignation of Mrs. Woodhouse. The Headteacher answered that they were, however she would be looking at the provision of PE for the future.</p>		
8	<p>British values</p> <p>The Headteacher distributed a document which she had prepared covering the five areas. This would be presented to staff at the next staff meeting for their input. Once agreed the document would be published on the school's website. The Headteacher explained this was not statutory but good practice.</p> <p>ACTION: discuss British values with staff</p>	11/03/15	H/T
9	<p>A.O.B.</p> <p>None declared for the meeting.</p>		

The meeting closed at 16.37 p.m.