

Minutes of the Teaching & Learning Sub-Committee Meeting held at South Wootton Infant School on Tuesday 17th November 2015 at 8.22 a.m.

Present: Mrs. Elizabeth Nockolds, Mrs. Jenny Cook, Mrs. Beverley Allen, Mrs. Rebecca Burt.

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 Chair & Vice-Chair <i>Mrs. Allen proposed Mrs. Nockolds as Chairman. Mrs. Nockolds accepted the position which was agreed by all. Mrs. Nockolds proposed Mrs. Cook as Vice-Chair. Mrs. Cook accepted the position which was agreed by all.</i>		
3	Adopt Terms of Reference The Terms of Reference were presented. It was agreed to recommend the document to the full governing body for adoption. ACTION: adopt Terms of Reference at Full Governing Body meeting.	26/11/15	GB
4	Minutes The minutes of the meeting held on 9 th July were agreed and signed. <i>Acceptance was proposed by Mrs. Allen, seconded by Mrs. Nockolds and carried unanimously by those present.</i>		
5	Matters arising <i>Mrs. Allen asked if Governors had received the end of year data for Year 1.</i> It was confirmed this would be reported to Governors in the Headteacher's report. ACTION: report Year 1 data information in Headteacher's report	26/11/15	H/T
6	RAISEonline / Fischer Family Trust update <i>Mrs. Cook asked what RAISEonline was.</i> The Headteacher explained that this was a report which gave all schools nationally information on their data compared to other schools and that we were currently significantly above National Average in all subjects. <i>Mrs. Cook queried how this compared with last year's data.</i> The Headteacher stated that one		

	<p>child had not reached expectations which had slightly affected results at Level 2 but the overall average point score was an improvement (continued upward trend of last 3 years). The Headteacher then distributed the Fischer Family Trust report which presented the same information but in a slightly different way. Mrs. Nockolds asked who organised the Fischer Family Trust. The Headteacher stated this was a charity; however the school paid a subscription for the information. Mrs. Cook requested clarification on Pupil Premium. The Headteacher replied this was for Free School Meal children or Ever 6 (previous Free School Meal) children. Mrs. Burt added that it also covered Service children. Discussion followed on raising the profile of Free School Meals. Mrs. Nockolds queried the ethnicity data on the Fischer Family Trust report as it only detailed 'white'. The Headteacher reported that the additional children had not been broken down into separate headings. The Headteacher added that with National Curriculum expectations being higher this would affect future data reporting.</p>		
7	<p>School Improvement Development Plan Copies of the School Improvement Development Plan were distributed. Mrs. Nockolds stated how impressed she was with the new school logo. The Headteacher reported that Subject Leaders had produced their own Action Plans for inclusion in the SIDP. The school had four priorities which the Headteacher had begun to review. A monitoring programme would be put together in the spring term for the HSP (Headteacher Support Programme) which was being attended by Mrs. Burt and Mrs. Chimes. Mrs. Chimes was also attending an SEN course. A two-day Leadership Conference had been attended by the Headteacher, Mrs. Burt and Mrs. Chimes. Mrs. Cook asked who was on the Senior Leadership Team. The Headteacher replied that in addition to herself there was Mrs. Burt, Mrs. Hayes and Mrs. Chimes. Mrs. Cook asked what the 'chilli challenge' was. The Headteacher replied this was where children undertook to challenge themselves from resources set out. Mrs. Burt was trialling her own version in her class. Three challenges of varying degrees of difficulty were set out and the children then selected their own challenge. Mrs. Burt commented that it had been interesting to observe the children in their choices and, as their confidence grew, how they moved from simple to more difficult challenges.</p>		
11	<p>A.O.B. Future meetings dates agreed – Tuesday 15th March 2016 at 8.00 a.m. and Tuesday 28th June 2016 at 8.00 a.m. <i>Mrs. Cook left the meeting at 9.07 am.</i></p>		
8	<p>Pupil Premium/Sports Premium updates Document presented and discussed. The Sports Premium document would be prepared in readiness for the full Governors' meeting. Areas to be covered included training for staff in gymnastics, a yoga day and training for staff, purchase of gym equipment and updating of current PE equipment. Also the possibility of training a teaching assistant in NPETCS if one was interested. Mrs. Nockolds queried why the outcome areas had not been completed on the Pupil Premium document and also when the target areas started. The Headteacher clarified that the target areas began in September and the outcomes would be completed at the end of the academic year. She reminded Governors that they</p>		

	had received completed outcomes for 2014-15 in the Summer Term. ACTION: to prepare Sports Premium document for Full Governors' meeting.	26/11/15	H/T
9	SENd update A report produced by Mrs. Chimes was distributed. The Headteacher presented the information. Mrs. Nockolds asked what "Talk Boost" was. The Headteacher explained this was a speech and language package used in the school.		
10	Policies – Assessment, Teaching & Learning Copies of the Teaching & Learning policy were distributed. This would be discussed at the next Full Governors' meeting. The policy for Assessment had already been agreed but at the time there had been no information on the replacement for levels. The appendix presented detailed PITA (point in time assessment). This was a replacement for levels and had been approved by staff. It would be a working document, subject to change as new developments occurred in assessment. The descriptors covered age related expectations of where children should be at the end of a year. Teachers placed children on the descriptors to 'best fit'. The Headteacher had produced an analysis of where teachers had assessed the children to be at half term. This was discussed. Mrs. Nockolds asked what the percentages related to. The Headteacher reported that the children were on track; on descriptor number 4 or above. Mrs. Nockolds asked if this method of assessment would be coming out in September 2016 and the Headteacher responded that it had already started this September 2015. Mrs. Nockolds asked if the information would be reported to parents. The Headteacher stated that the information was for teachers but that each child's 'Next Steps' would be reported to parents at Parents' Evenings. ACTION: Teaching & Learning policy and Assessment Appendix to Full Governors' meeting.	26/11/15	H/T & Clerk
11	A.O.B. No additional AOB discussed.		

The meeting closed at 9.37 a.m.