

Minutes of the Teaching & Learning Sub-Committee Meeting held at South Wootton Infant School on Tuesday 28th June 2016 at 8.05 a.m.

Present: Mrs. Elizabeth Nockolds, Mrs. Beverley Allen, Mrs. Rebecca Burt, Mrs. Tarra Sampson.

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

No	Agenda item	By date	By whom
1	<p>Consideration of apologies sent Mrs. Jenny Cook (work commitments). Apologies accepted.</p>		
2	<p>Minutes The minutes of the meeting held on 16th March were agreed and signed. <i>Acceptance was proposed by Mrs. Allen, seconded by Mrs. Burt and Mrs. Nockolds and carried unanimously by those present.</i></p>		
3	<p>Matters arising There were no matters arising.</p>		
4	<p>Review of School Improvement Development Plan to include Book Scrutiny of topic books The Headteacher presented her update to the School Improvement Development Plan.</p> <p><u>Priority 1: Effective Leadership</u> The Headteacher reported this item should always be on the SIDP. Now that the right team was in place the school could now take things further. Training had been successful and Mrs. Burt had submitted her application for the NPQH. There would be changes to Subject Leaders in September. Also the school would be looking at assessment in other subjects.</p> <p><u>Priority 2: Behaviours for Learning</u> Need to look at independence and self-motivation. Behaviour good throughout the school. Continue with what we are currently doing for attendance but will re-introduce the league board for the week. Mrs. Sampson suggested getting parental involvement.</p> <p><u>Priority 3: Teaching, Learning and Assessment</u> Reviewing curriculum map. School had bought in on-line curriculum support – Cornerstones. New assessment for reading, writing and Maths introduced throughout the school. Baseline trialled this year, however not now being introduced for September 2016. The school will need to look at a method for baselining children entering the school next year. Marking, Feedback and Assessment policies had been reviewed throughout the year.</p>		

	<p><u>Priority 4: Enhanced Outcomes for Learners</u> Pupil progress meetings are continuing.</p> <p><u>Priority: To use the outdoor environment to inspire learning and enhance the curriculum</u> Lots of outdoor learning ongoing. Early Years – GLD (Good Level of Development) up from 74% to 82% and Year 1 Phonics had smashed the target achieving 92%.</p> <p>Book Scrutiny – carried out on topic books. Mrs. Sampson questioned whether the children had the opportunity to go back and correct the 'green for growth'. The Headteacher responded that in topic work this was more difficult but that staff were looking at ways to ensure that the children had the opportunity to do so.</p>		
5	<p>Data update Covered in Agenda Item No. 4.</p>		
6	<p>Pupil Premium/Sports Premium updates These would be updated and presented to the Full Governors' meeting next week.</p>		
7	<p>Personnel</p> <p>i) TA information re responsibilities etc. – the Headteacher offered to email Governors a copy of the information. Mrs. Burt had prepared a sheet outlining the “day in the life of a Teaching Assistant”. Copies were distributed. Mrs. Nockolds asked how new TAs were aware of teacher's expectations. The Headteacher explained that current new TAs had been previous volunteers and were already aware of class procedures.</p> <p>ii) staff changes – Mrs. Nockolds asked if a replacement had been appointed for the HLTA who was retiring. The Headteacher pointed out that roles had been re-adjusted for September – Mrs. Ash would be qualified to take PE and Cover Supervisors had been appointed from current classes to provide PPA cover. No new appointments had been made because of the possible financial implications due to the reduced pupil intake numbers for September. Mrs. Nockolds asked if there was evidence of why the children were going elsewhere. The Headteacher responded she was aware that another local school offered wrap-around care, however she had had a conversation with a local provider regarding after school provision for our school. Discussion followed. Mrs. Nockolds queried whether the Junior School had room to provide after school care. The Headteacher replied that she would talk to Mr. Rice. Mrs. Allen commented that she had been approached by a parent asking why the Junior School did not offer a Breakfast Club. Discussion followed. The Headteacher would also discuss this with Mr. Rice.</p>		
8	<p>A.O.B. None Mrs. Nockolds issued her thanks to Mrs. Allen for her time given to the governing body over the previous 10 years.</p>		

The meeting closed at 9.40 a.m.