

Minutes of the Teaching & Learning Sub-Committee Meeting held at South Wootton Infant School
Friday 17th November 2017 - 8.10am

Present: Mrs Elizabeth Nockolds, Mrs Jenny Cook, Mrs Rebecca Burt

In attendance: Miss Jo Davenport (Headteacher), Mrs Rachel Curtis (Clerk)

No	Agenda item	By date	By whom
1	Consideration of apologies sent Mrs Lucy Morley		
2	Election of Chair and Vice Chair Jenny Cook was nominated for position of Chair by Mrs Nockolds and seconded by Mrs Burt and was duly elected. Mrs Nockolds was nominated for position of Vice-Chair by Mrs Cook and seconded by Mrs Burt and was duly elected.		
3	Adopt Terms of Reference The terms of reference were agreed and recommended to be approved at Full Governors meeting.		
4	Minutes of Previous Meeting The minutes of the meeting held on 30 th June were agreed and signed. <i>Acceptance was proposed by Mrs Cook and seconded by Mrs Burt and carried unanimously by those present.</i>		
5	Matters arising None		
6	ASP The Inspection Data Summary Report was discussed. Currently reading, writing and maths are reported on children working at expected and at greater depth, this may be the case in the future with science also. The report shows a strong data profile and there is no cause for concern. The School needs to ensure that they can continually evidence the pupils attainment in all subjects. <i>Mrs Nockolds asked what information would be used to check the accuracy of the data in an Ofsted inspection, Mrs Burt said it would be lesson observations, reviewing marking and by talking to children. Evidence would be triangulated to ensure it backed up the data.</i>		
7	Curriculum Update – Talk 4 Writing/Storytime Phonics Mrs Burt reported that staff received 2 full days training on Talk 4 Writing, and she has attended project leader days. Mrs Burt, Mrs Newman and the Headteacher will visit a school in Birmingham which has been using the scheme for 6 years, teachers from other local schools using Talk 4 Writing will attend. The Headteacher has observed lessons and it		

	<p>was noted that the School is still in the early stages of implementing this approach, however feedback shows that children are making good progress, an example being children were filmed at the beginning and end of a unit. The length of time they spoke and the content was greatly improved after completing the stages of story mapping, imitation and innovation. Teachers are adapting to different approaches in lesson planning, Mrs Nockolds asked if this is something Ofsted would find acceptable and the Headteacher said they are aware that Talk 4 Writing is a national initiative and also do not expect to see planning as this is up to schools to decide.</p> <p>The Headteacher said that Storytime Phonics is putting phonics into a real book context and engaging the children in reading, Mrs Cook asked if children are reading more at home, and Mrs Burt said yes, and there are many children now up to 50 reads this term already.</p>		
8	<p>School Improvement Development Plan – Subject Plans</p> <p>The Headteacher summarised the above which shows the intentions and priorities for the School. Each subject leader is to have half a day per half term for planning, this helps to meet one of the post-Ofsted priorities regarding leadership and middle leaders having a more detailed knowledge of the standards in their subjects. Seven teachers are attending training for ICT in KS1 in January. At the recent Resources Sub-Committee meeting Governors asked that subject leaders give a brief report at a Full Governors meeting, ensuring that each teacher attends once during the year. This idea was supported by the T&L Sub-Committee.</p>		
9	<p>Pupil Premium/Sports Premium</p> <p>Pupil Premium – This was discussed, the budget is currently £10,860 and in-school barriers to attainment stated as communication and language skills being low on entry to school, personal and social skills creating barriers to learning and pupils lack of access and opportunities to visit libraries, museums and theatres etc. The budget will be spent on one to one intervention focussing on early language. Mrs Cook asked if children that are now in Yr 2 have progressed as they moved through the School and the Headteacher said yes, although one child is being assessed for additional needs and will not meet age related targets.</p> <p>Sports Premium – This is reported in the same way as Pupil Premium. There is now an increase in funding to £16,000 plus £10 per child. ACTION: The Headteacher has identified that some bikes and trikes need replacing and will bring costings to the Full Governors meeting. It was noted that any spend in this area has to show a pupil need and be measurable in terms of outcomes. A wider variety of after school clubs was suggested also.</p>	30 th Nov 2017	H/T
10	<p>Arrange visits re SENd, Pupil Premium, Safeguarding</p> <p>ACTION: The Headteacher will liaise with the named Governors for the above to arrange visits. Mrs Nockolds will meet with the Headteacher to go through the Safeguarding Audit at the end of November.</p>	Ongoing	H/T, LM, JC, EN
9	<p>AOB</p> <p>None</p>		

The meeting closed at 9.15 a.m.