

Minutes of the Teaching & Learning Sub-Committee Meeting held at School
Friday 26th November 2021 – 8.00am

Present: Mr Jamie Ring, Mrs Elizabeth Nockolds, Mrs Jenny Cook, Mrs Rebecca Burt, Mr Mark Birks

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

No	Agenda item	By date	By whom
1	Consideration of apologies sent - None.		
2	Election of Chair and Vice-Chair Jamie Ring was nominated for position of Chair by Cllr Nockolds and seconded by Mrs Cook and was duly elected. Jenny Cook was nominated for position of Vice-Chair by Mr Ring and seconded by Mrs Burt and was duly elected. Both these appointments were unanimously agreed.		
3	Adopt Terms of Reference The document was reviewed; there were no changes from last year. Mr Ring proposed to adopt the terms of reference; this was seconded by Mrs Cook.		
4	Minutes of Previous Meeting The minutes of the meeting held on 24 th June 2021 were agreed and signed. <i>Acceptance was proposed by Mr Ring and seconded by Mrs Burt and carried unanimously by those present.</i>		
5	Matters arising - Feedback from the school survey showed that parents requested after school clubs. The Headteacher said these would have to be done within year group bubbles. There is some sports premium money left to spend so consideration could be given to buying in services to run a club or pay existing staff extra to run them.		
6	School Improvement Development Plan The recent OFSTED report was reviewed, which covers areas of the curriculum which will feed into the SIDP. The contents of the OFSTED report at this stage was confidential but the following area was discussed; Mrs Burst had already started taking action to review reading books and purchase additional ones. Governors discussed parent input to help their children read. It was agreed that phonetic books should be sent home with the children and ways in which to engage parents were discussed. The School has been unable to hold reading Cafes' due to COVID restrictions, so alternatives were suggested by Governors such as virtual parent workshops, video clips to be posted on the website or Tapestry. It was agreed that exploring different ways of connecting with parents is a good idea and Mr Birks suggested putting examples of what the children will be learning on Tapestry the week before, so Parents will		

	know what children are doing, in a “This week we will be learning...” format. ACTION: Mrs Burt to look into this further.	Ongoing	RB
7	<p>Pupil Premium/Sports Premium</p> <p>Pupil Premium –</p> <ul style="list-style-type: none"> · The Headteacher is currently working on a statement which needs to be submitted in December. · The NELI scheme is being used for early language intervention for Yr R. · Gaps have been identified in the Yr 2 reading and writing as this year group have been affected by 2 school closures. Consideration will be given to bringing in a qualified teacher to carry out interventions. · Three members of staff are being ELSA trained to help with children’s wellbeing. <p>Sports Premium</p> <ul style="list-style-type: none"> · The School continues to purchase PE support through the school partnership and the Headteacher may ask if Emma can do 2 twilight sessions with staff. · OPAL scheme is going well. · There was discussion on whether any sports after school clubs should be free or part funded. Mrs Cook asked if it was possible for parents to run an after school club, the Headteacher said yes and a parent ran a successful art club several years ago. · The School has recently started joining in with out of school events. 		
8	<p>Monitoring</p> <ul style="list-style-type: none"> - The importance of Governor monitoring is recognised and although during COVID restrictions this has been difficult to do it is hoped that in school monitoring can now continue again. To help Governors plan and ensure they are completing termly monitoring targets within their subject area, it was agreed that a timetable needs to be drawn up. ACTION: Mrs Cook and the Clerk will work together to produce a timetable detailing appropriate times in the term to visit the School. ACTION: Governors to be given their subject leaders email addresses to enable them to make contact and arrange a convenient time to visit the class. It was agreed that the governor monitoring form may be out of date and due a review, so that it helps focus Governors observations to relevant areas. ACTION: Clerk to send monitoring form to Headteacher to review. - Mr Birks asked where to find the curriculum plans, the Headteacher said these are broken down into Topic Grids at the moment, however, she will carry out an overview of topics and incorporate more detailed aspects. This would then become a useful tool for Governors to be able to refer to and ensure progress is being made. - Pre COVID, Governors found the attendance of subject leaders to the full governors meetings useful and would like this to continue again, so teachers attend on a rotating basis. 	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p>	<p>JC/Clerk</p> <p>H/T / Clerk</p> <p>H/T / Clerk</p>
9	AOB - None		

The meeting closed at 9.05am