

**Minutes of the Spring Term Meeting of the  
Curriculum, Standards and Welfare Committee**

**At Ashley Junior School**

**On 13th January 2016 at 7pm**

**Present:** Elizabeth Ward (Chair),

In Attendance: Melissa Kilbey, James Hutson, Ian Rix, Isabelle Pennycook, David Burdon, Amanda Edgson, Paul Cousins, James Rand, Lorraine Henville

Absent: Fiona Wood

The meeting began at 7pm

**1. Apologies and declaration of conflict of interests:**

Governors accepted apologies from Fiona Wood.

Governors accepted Elizabeth Ward as chair.

No further conflicts of interests declared.

**2. Matters arising from minutes of Autumn Term meeting 14-10-15**

EW asked if the terms of reference had been approved at last meeting. Govs agreed they were.

**3. Safeguarding.**

LH shared quarterly safeguarding report and summarized statistics. LH discussed varying support programs and explains the staff involved and pupil benefit successes. JH expressed surprise at the very high percentage of vulnerable pupils in the school. IR concurred that PP at 35% and SEN at nearly 25%. LH explained that Stella Cheeseman and herself are involved in a mental health pilot scheme to make intervention more streamlined and efficient. Government funded through Arnewood Practice. IR discussed how CAMHS and GP not always communicating with the school because Parents can bypass school and get referred through GP. Safeguarding Training Requirements. LH explains about staff induction training and that this needs to be followed up after 3 years. LH is retrained every 2 years and passes this update to staff, now working with new staff who may have missed the 2 year training. LH explained that we should have a Deputy Safeguarding Governor. IR asked for a volunteer. EW suggested checking with SK what the procedures are for the Deputy Safeguarding role. LH to email all gov to ask for volunteer. IR explains how much intervention is in place for vulnerable children but difficulty staffing it.

**4. Assessment.**

IR shares School Self Evaluation updated Jan 2016.

IR explains that teachers have completed a Venn diagram showing assessment data for reading, writing, maths. Teachers then identify and work out interventions to support the pupils not on target. Emphasis on teachers to ensure progress. The Jan 2016 School self-evaluation judgment is 'good' against ofsted criteria with some areas 'outstanding', Self eval shows evidence to support this. November targets are now compared to Jan evidence and data. Focus on bespoke staff training. Staff modelling best practice. Subject leaders are discussing action points with colleagues. Teachers are researching in classrooms and sharing their findings and peer observations have been positive.

**Staff absence.** Staff absence impacted on progress in SEN support and staff mentoring due to PC needing to cover. IR collating data from other schools on staff absence. Absence monitoring. High percentage number of staff off. IR met with staff to discuss barriers to fulfilment at work. Some quick wins, some unable to be changed. LSA only paid from 9 but most come in early to get their work done, discussions with teachers, time to complete tasks.

EW noted that report suggests LSA's do not feel as valued as other staff. IR concurred that LSU staff find it hard to meet with colleagues. IR explained that discussions took place with staff about looking after and taking responsibility for their own wellbeing.

**Actions to  
be taken**

**LH to  
email all  
Governors**

**IR to email  
January  
Update to  
School  
Self  
Evaluation**

**Supported  
school  
(SUP)  
Challenged  
leadership  
(CHA)  
Strategic  
planning  
(STR)  
Benefit  
children  
(BEN)**

**SUP**

**CHA**

<p><b>Quality of teaching and learning and assessment</b>, good. IR looking at external moderation within pyramid.</p> <p><b>Personal development, Behaviour, Well Being.</b> Good attendance, but 25 children (10%) off last term. Some holiday. Letters gone out. Internet safety day well received. Had a social media serious incident. LH dealt with well. IR confirmed School should be doing Internet safety day every month. Learning walks showing very good attitudes to learning. Small group of Y5 boys need refocusing, sessions will be taking place to guide their learning behaviour. 21 Lead learners in y6 have been supporting their peers, outstanding work happening. LH explained this has also been great for their self-esteem. They are working with identified children in lower years. IR said this idea will be rolled out in Y5 as student reps, working with LH.</p> <p><b>Outcomes for all learners.</b>  Raisonline data still not validated. Data not accurate. ARE, expectation is 85% meeting target. Some areas meeting, particularly in lower school. Y5 showing slower progress.  Government gave 65% expectation for Y5. We are meeting this.  Y3 entry was high, their progress good, particularly because teachers can't compare to old ks1 levels.  Y4 also good. Teachers assessment is now more confident.  Y5 biggest worry, two job share classes. Being monitored. Checking PLP for those not meeting ARE. All 4 teachers are good with outstanding elements. Could be conservative assessment?  Y6. Lots of intervention in place.  SEN progress - provision impacted by staff absence. Not great progress in Y4 and 5.  PP children large percentage not meeting targets in all years. Hopeful of an improvement in March. Checking and monitoring in place to support. Moving support staff in to key areas. We know quality of teaching is good. Focus on confident assessment, key staff in correct places and minimising staff absence. No questions from Governors.</p> <p><b>5. Policies</b>  EW asked for thoughts on policies.  Anti-bullying, EW asked does this policy apply to staff? IR no this is covered in staff procedures &amp; employment contracts.  Exclusion, EW asked are we clear on what a 'reasonable time scale to set work' (to send home? IR, no 'reasonable' is an acceptable description.  Internet safety, EW asked if the school should ensure Internet training given to staff? IR agreed to change wording on policy to make it clear that Staff should seek training given by the school.  PC handed out additional statements he felt should appear in the appendix on the 'Safe and appropriate use of Internet' policy. Also noted that the school website is incorrect in policy. IR agreed this should be updated. Governors all agree to changes.  Positive handling policy was not sent out to Govenors prior to meeting and EW suggested we review it once sent and raise any queries through email.</p> <p><b>6. Gov visits</b>  IR to send out visits calendar. IR would like Governors to see Y6 Lead Learners and two parents workshops next week.  Maths workshop Wednesday 20th 6pm  Behaviour workshops Tuesday 19th 9am to 11am</p> <p><b>7. Gov training.</b>  EW confirmed she was on the reserve list for safer recruiting. NF doing safeguarding. Working with parents training very good, lots of positive ideas.</p> <p><b>AOB.</b> EW suggested change minutes to show strategic/challenge/supported.</p> <p>Close meeting 9pm.</p>	<p style="text-align: center;"><b>SK to send out Positive Handling Policy to all Governors</b></p> <p style="text-align: center;"><b>IR to send out Governor Visits proposed calendar</b></p> <p style="text-align: center;"><b>MK to update minutes document.</b></p>	<p style="text-align: center;"><b>BEN CHA BEN</b></p> <p style="text-align: center;"><b>BEN</b></p> <p style="text-align: center;"><b>SUP</b></p> <p style="text-align: center;"><b>BEN SUP</b></p>
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