



Edleston Primary School

Teaching & Learning Committee Thursday 17th February 2022 at 3:30pm Online via Teams

MINUTES – PART ONE

Present:	Rachael Bagni (HT) Emma Humphries (Chair) Wendy Spry (WS) Len Simm (LS)	Headteacher Co-opted Governor (Chair) Staff Governor LA Governor
Apologies:	Sue Worthington (SW) Emmanuel Arowsafe (EA)	Co-opted Governor Parent Governor
Absence:	Talia Sykes (TS)	Co-opted Governor
In attendance:	Cheryl Jackson (Clerk) Ruth Astles (RA)	Clerk SENDCO (agenda item 6 only)

Agenda item 6 was discussed at the start of the meeting.

AGENDA ITEM 1	Welcome & Apologies
Discussion:	Apologies from EA were received and accepted by Governors. TS did not attend the meeting and Chair expressed concern about the attendance record and asked the Clerk to provide Governor attendance log 2021/22. The Chair is looking to recruit new Governors who have a genuine interest in the school. The Chair also requested that work on recruiting a new parent Governor is started and suggested that she meets with the HT to compose a letter to be sent to parents.
Action:	Clerk to provide Governor attendance log 2021/22. Chair / HT to write to parents regarding Parent Governor vacancy.

AGENDA ITEM 2	AOB Items
Discussion:	Governors requested that the following items of AOB be discussed under agenda item 13: <ul style="list-style-type: none">• Link Reports (LS)• SFVS Result (Chair)



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	<ul style="list-style-type: none">• PE Grant (HT)• Self-Assessment Dashboard (HT)• Stationery (HT)
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AGENDA ITEM 3	Conflicts of Interest, (pecuniary or otherwise)
Discussion:	There were no declarations of interest declared with the business of the meeting.

AGENDA ITEM 4	Approval of the minutes from the previous meeting
Discussion:	The Governors approved the minutes from the meeting on 21.10.21 2021 as a correct record and the clerk was asked to send the minutes to be signed virtually by the Chair.
Decision:	The Governors resolved to approve the minutes of the above meeting.
Action:	The Chair to sign a copy of the minutes and provide for school for retention.

AGENDA ITEM 5	Matters Arising
Discussion:	The Governors reviewed the action log from the previous meeting and confirmed there were no outstanding actions.

AGENDA ITEM 6	Curriculum Update
Discussion:	<p>The Governors received a presentation from RA on the teaching of History in the school.</p> <p>RA noted that the History curriculum linked very closely with other subject curriculums and explained that History & Geography are taught on a half termly rotation. RA said that each topic covered is re-visited and developed further each year to re-enforce learning.</p> <p>A good example of this topic progression is Technology History. Pupils are asked to discuss and order objects, events, and significant individuals in time sequence. All lessons are knowledge led and then the skills application follows on.</p>



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	<p>RA shared examples of pupil’s work with the Governors and explained that each class has a timeline in the corridor and the pupils work is displayed there.</p> <p>The pupils are involved in many practical activities, these include visits (when possible), class discussions, art and mapping exercises. Often the teacher starts the lesson with an ‘enquiry question’ and there are also regular quizzes.</p> <p>Q – Do you speak to the pupils about England’s role in the abolition of slavery? R – This links in with other areas of the curriculum, including Black History Month (October) and the study of Henry Box Brown. Also, part of the curriculum is tolerance, knowledge and understanding of different cultures.</p> <p>RA noted that the study of propaganda was also very important; how some sources of historical information may not be reliable.</p> <p>RA informed Governors that pupils are very enthusiastic about History and are very keen to talk about it. They have an appreciation of history and are able to discuss their favourite parts. Pupils feedback suggests that teachers make the lessons interesting, but they would enjoy additional drama lessons similar to the Year 2 Victorian Day.</p> <p>There is no formal assessment of History. Teachers have ‘end points’ for pupils; this ensures that the national curriculum requirements are covered, and that pupils progress is recorded. There are no extra interventions in History however teachers deliver scaffold learning.</p> <p>RA encouraged Governors to come into school and look at the pupils’ incredible workbooks.</p> <p>Governors and HT thanked RA for her brilliant and informative presentation.</p>
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AGENDA ITEM 7	Teaching & Learning Update
Discussion:	<p>A Data Summary (Dec 2021) document was circulated on Governor Hub prior to the meeting.</p> <p>HT gave a brief overview and highlighted the following key points:</p> <ul style="list-style-type: none"> • Foundation stage show pupils who are on track to get expected by the end of Reception. This figure is looking good and will continue to improve. • Speaking & listening is an area to work on. The Welcome Pack is being reviewed to address this.



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- The SEND TA (Reception) is doing a great job with the pupil in Reception with an EHCP which has helped release additional time for class teachers.

A Governor commented that the TAs contribution was evident when he visited school last week.

- Girls' attainment is higher than boys which is a pattern repeated throughout school.
- A Governor commented that the report shows that 'writing' needs improving, however he commented that this is likely to be as a result writing skill not being practiced at home during the pandemic and no consistent input from teachers.

A Governor stated that other aspects of the report are looking promising and commended the staff for their hard work in achieving this position and noted that the school is doing well compared to some other local schools.

HT has been speaking to other Headteachers in Crewe about ways to improve writing as all schools are in a similar position as writing skills take time to learn and embed.

The Literacy Lead has moderated Year 2,3 & 4 and has identified those pupils who are close to expected level and then provided the teacher with targets for those pupils which should improve their results.

Teacher's writing assessment will be checked with the SIP to ensure teachers are not being too cautious in their evaluation.

EAL pupils do have issues with tenses.

Q – Is the history of writing covered in the History curriculum and the formation of letters etc.?

R – It is not taught explicitly, some aspects are covered when studying the Stone Age, the Egyptians, and the Victorians.

- Pupil Premium reporting has been updated. PP is used to support all pupils who are not achieving targets. Some of the funds are being used to support the mental health of pupils. Some pupils have 'Attachment Disorder' and this is directly impacting the attendance figures.

A Governor commented that work is being done to encourage pupils to come into school.



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	<ul style="list-style-type: none"> Disadvantaged Pupils - Y2 children took the Y1 phonics screening test in the autumn term in Y2 due to COVID and 80% of our disadvantaged pupils reached the expected standard. Very positive result. Phonics was a big focus for the school. Sports Grant - Monies have been spent this year on the premier sports annual charge, Crewe and Nantwich sports membership, cross curricular orienteering plus other PE resources. All the funding will be allocated by the end of August 2022. <p>The HT asked Governors to approve the spend of £5475 to purchase 15 x iPads from the Local Authority recommended supplier, to use in PE to enable collection of evidence to demonstrate progress.</p> <p>Q – Who will be using iPads? R – Mainly pupils to collect evidence.</p> <p>Q – Does the school need any special permission? R – This is already covered by parental consent and GDPR policy.</p> <p>Q – Will equipment be kept secure? R – Yes, iPads will be locked away at night.</p> <p>Q – What protection is in place to ensure correct usage of the iPads? R – The teachers will be monitoring usage and ensuring that appropriate evidence is selected and stored. The school has firewalls & network security in place.</p> <ul style="list-style-type: none"> SEND Update – this item was moved to Part 2 of the meeting.
Decision:	Governors approved spend of £5475 on iPads for PE.

AGENDA ITEM 8	Personal Development & Welfare - Staff
Discussion:	<p>A Governor stated that weekly contact with school continues as it has done throughout the pandemic. He is looking forward to be able to visit school on a regular basis to show support and appreciation to staff.</p> <p>A Governor visited school last week for a meeting a took the opportunity to talk to staff and pupils.</p> <p>The Chair noted that Wellbeing Surveys have been carried out during the pandemic and enquired whether a follow up survey is required at this stage.</p>



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	<p>A Governor noted that staff are feeling less stressed as they are learning to live with Covid and therefore anxiety levels are lower.</p> <p>The HT commented that it would be good to have a celebration in the Summer Term and suggested a joint event to celebrate the Queen's Jubilee and Sports Day on 26th May would be an option.</p>
Action:	Chair to send a message of thanks to all staff in the Summer term.

AGENDA ITEM 9	School Improvement Update
Discussion:	<p>The next SIP visit will focus on teacher's assessment of writing. An update will be available at the next Teaching & Learning meeting on 19.05.22.</p> <p>There were no other items discussed.</p>
Action:	Clerk to add agenda item - SIP Update to next Teaching & Learning meeting.

AGENDA ITEM 10	Governor Book Review Competition
Discussion:	<p>The Chair suggested that there is another Governor Book Review Competition and suggested the prize is a book. The Chair will judge the entries</p> <p>A Governor commented that the children were happy and grateful to receive a book as a prize.</p> <p>The Chair suggested that it would be a good idea to have a 'Write A Short Story Competition' next year as this would align with the school's objective to improve writing in school.</p>
Decision:	Governors agreed to having a 'Write A Short Story Competition' next year.

AGENDA ITEM 11	Policies For Review / Approval
Discussion:	<p>The following policies were circulated prior to the meeting and recommended for approval:</p> <ul style="list-style-type: none">• Appraisal



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	<ul style="list-style-type: none"> • Equality Information Objectives • Low Level Concern • Public Sector Equality Duty <p>The Chair confirmed that all policies are Local Authority policies.</p>
Decision:	Governors resolved to approve the above policies.

AGENDA ITEM 12	Governor Newsletter – Spring 2022
Discussion:	<p>The Chair confirmed that the Newsletter will continue to be made available on the School website and the Dojo.</p> <p>The focus of the Newsletter will be reading and handwriting. There will be information about the Short Story Competition.</p>
Action:	Chair to send draft newsletter to the HT.

AGENDA ITEM 13	AOB
Discussion:	<p>Governors requested that the following items of AOB be discussed under agenda item 13:</p> <p>Link Reports (LS) A Governor visited school last week to do Absence Interviews with parents. Only 2 out of 8 planned interviews took place due to parents not attending. Very positive feedback was received a from a parent regarding the support from the School during the pandemic.</p> <p>Parking A Governor highlighted the issues with parking on the zig-zag lines outside of school and requested the HT to try and recruit a parent to help out at busy times. Chair will contact the Local Authority regarding the parking issues and the railing around school that need replacing/repairing.</p> <p>SFVS Result (Chair) The Chair congratulated the School for being awarded the highest rating. The HT noted that the School is currently completing this years SFVS return which will be presented to Governors at the FGB.</p>



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	<p>Sports Grant (HT) – this was discussed in item 7.</p> <p>Self-Assessment Dashboard (HT) The Self-Assessment Dashboard was circulated on Governor Hub prior to the meeting. The HT noted the School spends more on support staff than similar schools, this is due to the number of EAL pupils attending the School. The Governors reviewed and agreed the Dashboard.</p> <p>Stationery (HT) The HT stated that the School is currently reviewing the ‘Crescent Purchase Consortium’ which is the recommended stationery supplier listed on the DfE Approved Framework for Schools.</p>
Actions:	<ul style="list-style-type: none"> • HT to try and recruit a parent with parking issues. • Chair to contact the Local Authority regarding the parking issues and the railing around school that need replacing/repairing.
Decision:	The Governors agreed the Self-Assessment Dashboard

AGENDA ITEM 14	DATE AND TIME OF NEXT MEETING
	<p>The date and time of the next meeting of Teaching & Learning Committee was confirmed as:</p> <p>Summer Term: 19.05.22 at 3.30pm</p>

AGENDA ITEM 15	STATEMENT OF IMPACT
Discussion:	<p>Governors helped to move the school forward in this meeting by:</p> <ul style="list-style-type: none"> • Understanding the History curriculum and how the subject is linked to the British Values. • Approving the Self-Assessment Dashboard and the agreeing the review of the stationery supplier. • Supporting the School to improve attainment in writing by organising a Short Story Competition • Involvement in Attendance Interviews to improve outcomes for pupils. • Approving the spend on iPads to support learning in PE. • Ensuring pupil safety by challenging school on IT security and parking concerns.



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The meeting ended at 4:30pm
The meeting moved to Part 2.

Chair.....

Date.....