

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

STANDARDS, ACHIEVEMENTS AND CURRICULUM COMMITTEE

Minutes from meeting held on 15 October 2024 at 9.50 am in person

Present: Mrs A Boaler (Chair), Mrs J Griffith, Mr P Grover, Mrs J Steel

Not Present: Mr T Fettes, Mr J Sharland.

In Attendance: Mrs C Elsasser (Clerk)

Key	
Support	To support decisions and enquiries, staff welfare, sharing and clarification of key information, training
Operational	Action towards improvement, impact and success, monitoring
Strategic	Long and short term school development, staff welfare, improving pupil outcomes and welfare requirements,
Challenge	To hold the Head to account for SDIP progress, financial decisions, learning and teaching, pupil outcomes

	1534/24s Welcome and Apologies for Absence Mrs Boaler welcomed Governors to the meeting. She noted that apologies had been received from Mr Fettes and Mr Sharland, these were accepted.
	1535/24s Declaration of Business Interests None declared.
	1536/24s Minutes from Previous Meeting The minutes from the last meeting held on 25 June 2024 had been distributed with the agenda. These were agreed as a true record of the meeting and would be signed.
	1537/24s Matters Arising A table listing a summary of the matters arising and status of action points had been distributed with the agenda. It was noted that a number of Governor visits would be scheduled and reports submitted.
	1538/24s Outcomes for Pupils a) Data Analysis Five data papers (Class Target Tracker 2024-25, Data Headlines 2024, Summer Data 2024 Group Analysis, 2024 All Subjects Standards and Science Data over time) and a summary paper SEND in a Nutshell had been distributed prior to the meeting.
	The papers were reviewed and discussed.
	It was noted that there was only 1 EHCP in school and two had EHCPs currently in draft going through the process. Mrs Griffith reported that many parents took the private route for assessments of ASC and ADHD and school was therefore being made aware of these needs.
	In the Summer Data document, the progress and attainment of SEND and disadvantaged pupils were discussed; Mrs Griffith noted that school had more detailed data on individual pupils, however this could not be shared with Governors as it would be possible to identify individuals.

	It was noted that there was good progress across the board in Maths whilst progress in Reading and Writing fluctuated. A question was raised about how pupils could be assessed if they had physical issues affecting their writing. Mrs Griffith noted that if this was the case then pupils would be assessed using a laptop.
	It was noted that the tutoring programme put in place post COVID had had to cease as funding was no longer forthcoming and this would impact the Year 4 and 5 children who had been receiving this over the last few years.
	Mrs Griffith noted that there were currently significant staff absences due to ill health and this would be further impacting this group. She noted that the child with the EHCP was probably least affected as their support was necessary to be 1:1, those children most affected would be those working just below age related expectations.
	Mrs Boaler asked, if funding were to become available, where would it be deployed. Mrs Griffith confirmed that it would be focused on intervention support. Noting that volunteers were unable to be expected or able to deliver an intervention programme and with reduced staffing it was currently not possible to plug all the gaps.
	Mrs Steel asked if the TA redundancies last term was now having an impact on staff. Mrs Griffith confirmed that stress levels were rising and staff were therefore more vulnerable to ill health. She noted that herself and Mrs Fargher were now in class much more as all absences were being covered in house as this was better for the children and the budget. She noted that teacher's PPA time was being protected but that there was no slack.
	Mrs Boaler asked what funding options there might be. Mrs Griffith noted that the best option would be to fill the vacant places in Year 1.
	Mrs Griffith noted that on the class target tracker there were currently no figures included for EYFS, this was due to these children following a totally different curriculum which was not comparable with KS1 and KS2. She noted that they were currently trying to work out the best indicators that could be used, noting that phonics was the only area currently where like could be compared to like.
	Mrs Griffith noted that in the first 6 weeks of Reception their Baseline screening is undertaken but no data from this was provided to the school, despite the fact that this would be used by DfE as a progress tracker. No other data would be collected until their SATS in Year 6 aside from phonics screening and the Year 4 maths assessment.
	Mrs Griffith noted that school felt it might be better to measure the baseline from the start of Year 1 as well as measuring at the end of that year and then each year thereafter.
	It was noted that Science had been tracked last year due to concern about KS1 and KS2 science. This data showed that the focus had been successful, particularly so for Year 2 who had achieved 90% against the national figure of 81%.
	b) Actions/priorities going forward i) SDP for 2024-25 The summary SDP for 2024-5 was attached as page 3 of the agenda.
	Mrs Griffith noted that they had chosen 3 focus areas for this year that would each be repeated, all linked to the Ofsted outcomes – Embed the Holy Trinity Way, Teaching and Learning Pedagogy; Early Free Reading; Teachers' Subject Knowledge.
	ii) Teaching Walkthrus Mrs Griffith reported that staff were currently using an additional Walkthru – the 'no opt out' approach.
	1539/24s Attachment Aware Schools Bronze Award Mrs Griffith noted that school were working towards the Achieving for Children's Bronze Award for Attachment Aware Schools. She noted that any early trauma could impact a child whether early adoption, the pandemic, separation, domestic abuse, etc. It had been agreed within school that it would be useful for all children for staff to be aware of the impact of these issues.

	Mrs Griffith noted that this work might impact on the school's Behaviour Policy and would be a whole school project led by herself and Mrs Fargher, aiming to change the school ethos and it would run until July. Staff training would be arranged and Mrs Griffith would inform Governors of the date, should they wish to attend. Action: JG inform Governors of staff training date for Attachment Aware Schools
	1540/24s Behaviour Mrs Griffith noted that there had been no suspensions or exclusions.
	She noted that there were some concerns about current challenging behaviours being exhibited within the new Reception class and school was receiving support from the Early Years Hub based in Windsor at The Anchor. Their key focus was on children of Reception age who were not yet school ready. Mrs Griffith noted that conversations have taken place with parents, but noted that this was not behaviours usually experienced in EYFS.
	1541/24s Attendance Mrs Griffith noted that school were already receiving requests for term time holidays. She noted that the new rules meant more than 10 sessions in one academic year would trigger the fixed penalty notice process. If and when this occurred the Education Welfare Officer would be involved and the Attendance Governor, Mr Sharland would also be involved to discuss the situation and response.
	1542/24s Effectiveness of Leadership and Management a) Governor Visits – topics and schedule Mrs Griffith noted that all staff had been emailed to contact the appropriate Governor to set up the visits.
	Visits to be set up for this academic year were agreed as: • EYFS – Mrs Steel • Safeguarding – Revd Hutchinson and Mrs Boaler • SEND/LAC & PLAC/Pastoral Hub – Mrs Steel • Attendance – Mr Sharland • GDPR – Mrs Williamson • Health and Safety – Mr Fettes • English/Phonics – Mrs Williamson • Maths – Mr Holt • Science – Mr Fettes • RE – Mr Aherne • History – Mr Sharland • Music – Mr Holt • Art – Mr Sharland Action: All Governors to note visit schedule
	b) Staff Well-being It was noted that this had been discussed earlier in the meeting and was also the focus of staff performance appraisals as well as being included as a focus point within each Governor visit.
	c) Staff Deployment It was noted that this had been discussed earlier in the meeting and that this impacted on staff well being and outcomes for pupils.
	Mrs Griffith noted that the vacancy for a Lunchtime Controller had been filled.
	d) Group Governor Visit 14 November – Focus on Vision Mrs Griffith noted that the Diocese had recommended that the current vision statement should be condensed and brought to the fore. It was suggested that it needed refreshing and to be as memorable as the “Be” phrases connected with behaviour. Mrs Barnes would be preparing and leading the Governor discussion around this on the visit day.

	e) Triangulation back to F&RC Mrs Griffith noted that internet issues were impacting staff wellbeing with patchy coverage across the school, in addition there were concerns that reports were not being provided in connection with the firewalls.
	The following was agreed to be fed back to the F&R Committee: • SACC request that internet provision across the school be given the highest priority. • SACC request that increasing support staff be given priority as soon as the budget permits and that the legalities of this following redundancies be fully investigated.
	<i>Mr Grover left the meeting</i>
	1543/24s Safeguarding, Child Protection and Prevent Mrs Griffith noted there was one looked after child and a small number of children had been referred for Early Help. There were no CIN or child protection cases. She reported that all staff had done their annual safeguarding training via the National College.
	She noted that on the filtering and monitoring of use of the internet, strong fire walls were in place and harmful content was being blocked however there were no reports available to inform if anyone was trying to access this material.
	She also noted that it was now the headteacher's responsibility to ensure that staff were not sexually harassed when out as a team.
	1544/24s Health and Safety It was noted that the boiler was working, however the recent power outage had blown the control board, fortunately it was possible to manually override this. Mrs Griffith reported that the radiators in Year 6 and the office area had proved to be not fit for purpose and were still not working. She noted that the control board was being replaced that week and once done could be signed off by the Diocese who would also examine the non-functioning radiators.
	1545/24s Policies a) Five policies had been circulated on 24 September with comments requested by 8 October: • Accessibility and Disability Policy • Looked After and Previously Looked After Children Policy • Managing Allegations against other Pupils Policy • Prevent Policy • Teaching, Learning and Curriculum Policy
	b) Two policies had been circulated on 8 October with comments requested to be brought to this meeting: • SEND Information • SEND Policy
	No comments had been flagged up therefore the Committee were in agreement that they should all be presented to FGB for ratification.
	1546/24s Impacts as a result of this meeting • Data reviewed • Change to year 1 data baseline discussed • Impact of reduced staffing on wellbeing discussed • All Governor visits to examine well being • Governor visit programme agreed • Bronze Award for Attachment Aware Schools discussed • Behaviour issues reviewed • Attendance reviewed • 7 policies agreed • F&RC recommendations agreed

	1547/24s Any Other Business No items were raised.
	1548/24s Date of Next Meeting Date of next meeting: 9.30 am 28 th January 2025
	<i>Meeting concluded at 11.28</i>