

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE

STANDARDS, ACHIEVEMENTS AND CURRICULUM COMMITTEE

Minutes from meeting held on 22 June 2021 at 9.30 am via Microsoft Teams

Present: Dr M Lomax (Chair), Mrs A Boaler, Mr T Fettes,
Mrs J Griffith, Mrs B Moss, Mrs J Taylor

In Attendance: Mr P Grover, Mrs C Elsasser (Clerk)

Not Present: Ms D Ogunbawo

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

	1392/21s Welcome and Apologies for Absence Dr Lomax welcomed Governors to the meeting, apologies had been received and accepted for Ms Ogunbawo.
	1393/21s Declaration of Business Interests None declared.
	1394/21s Minutes from Previous Meeting <i>The minutes</i> from the last meeting held on 9 February 2021 had been distributed; these were agreed for signature as a true record.
	1395/21s Matters Arising <i>A table listing a summary of the matters arising and status of action points</i> had been distributed with the agenda, it was noted that all items were completed or covered by the agenda.
	1396/21s Outcomes for Pupils a) Data Analysis Two papers - <i>Summer Data 2021</i> and <i>Summer Data progress and attainment</i> - had been distributed prior to the meeting.
	Mrs Griffith noted that as expected there was a concern about the figures for writing.

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	On progress she noted that some year groups (in particular Year 4) had high numbers of SEN/ECHP children which impacted on the figures.
	She noted that the use of the Write Stuff teaching tools was having an impact.
	She reported that for the Early Years and KS1 remote learning had been more difficult to access and so school closures had had a greater impact on these groups.
	She noted that Local Authority moderation would be taking place this week. This was something that school had opted into to, to support teachers and their CPD. She believed that the teacher judgements were secure and the moderation would confirm this.
	Overall she noted that children were making expected progress.
	She noted that she was making an analysis of the progress made through the school by current Year 6, the first cohort to have used the 2014 curriculum throughout. She would circulate this information to Governors. Action: JG circulate analysis of Year 6 progress through school
	She noted that it was not possible to compare Holy Trinity data with any other local schools as their information was not available.
	i. Catch up Support Groups Dr Lomax enquired as to how the funding had been used. Mrs Griffith noted that £80 per pupil had been provided and each school could either use the National Tutoring Programme or source their own support.
	She reported that it had been decided to use the funding to plug the gaps in the Early Years and KS1 by supporting early reading and phonics. Two experienced teachers, already known to the school, had been employed. All the children being supported in this way were being tracked and the biggest impact noted was on their confidence as well as progress towards their ARE.
	She noted that school had also bought into the National Tutoring Programme and 40 pupils would be working with a tutor for 6 weeks, however the programme had been unable to provide a suitable tutor as yet so this would now be taken up in September.

	Mrs Griffith noted that the Government had not confirmed if the recovery premium would be repeated, however school currently still had £2K available to roll forward.
	Dr Lomax enquired how long before results would be seen from the Write Stuff programme. Mrs Griffith noted that it was likely to be two years as school worked to a 2 year curriculum.
	Mrs Griffith reported that they would be losing a highly qualified teacher at the end of term.
	She reported that the children missing out on visits and trips had meant there was less external inspiration for writing topics, especially for boys.
	Mrs Griffith noted that next year they would like to supplement the ELSA support in school and so would be looking into ways to do this.
	1397/21s Effectiveness of Leadership and Management a) Staffing Structure for September Mrs Griffith noted that they would be fully staffed in September and they would be employing a new teacher. The support which needed to be provided to new qualified teachers had changed and would now involve weekly mentoring meetings for two years.
	Mrs Griffith noted that it was expected that another teacher would be moving on mid year.
	She noted that delivering the new Early Years curriculum would require additional support going forward.
	She also reported that there had been a high staff absence rate this year including long term absences and this had a huge impact on staff wellbeing.
	b) Subject Leader Monitoring Mrs Griffith reported that they had used the Inset Day to evaluate each subject with in-depth book reviews. It had given the Subject Leaders an insight across the whole school. This had been very successful and would now be done as a termly review.
	She noted that the Local Authority had been asked if they could provide Subject Leader training which would be especially useful as Ofsted would take a deep dive into the Curriculum with the Subject Leaders themselves.

	c) Governor Visits Mrs Moss suggested that Governor visits should look at key highlights identified by the Subject Leaders.
	Mrs Griffith noted that Mrs Williamson had flagged up that it would be useful to have an overview of Governor visits and follow up actions identified.
	Mrs Moss noted that she used the Governor Zone on the website to see what the previous visits had highlighted when planning the agenda for her visits.
	It was agreed that Mrs Boaler and Mr Fettes would discuss how to take this forward at their meeting later in the week with Mrs Griffith. Action: AB/TF/JG discuss format for follow up of Governor visits
	Mrs Griffith noted that recent visits had covered DT, English and Early Years. She suggested that a pastoral hub visit could be arranged before the end of term and Mrs Boaler noted that she would carry out a Maths visit before the teacher leaves at the end of term. Action: BM set up a Pastoral Hub visit Action: AB set up a Maths visit
	d) Feedback from F&RC Feedback from the F&RC meeting on 4 March noted that the staffing needs raised by SACC had been taken on board.
	Mrs Griffith reported that a new teaching assistant had already started to support Early Years and the two Assistant Heads would have extra leadership time going forward.
	e) Feedback for F&RC To thank F&RC for reviewing staffing needs and enabling the two Assistant Heads to have extra leadership time going forward.
	To ask F&RC to monitor the costs associated with supporting the SEND child in year 5.
	To ask F&RC to consider Caretaker cover contingency plan.
	1398/21s Safeguarding, Child Protection and Prevent Mrs Griffith noted that a Safeguarding incident had been reported to the Local Authority. A child had breached site security. No actions were required for school.

	She reported that there was one child on Child Protection, none on Children in Need and no other reported incidents.
	She noted that all the school's safeguarding concerns were at early help support level however the Local Authority had no capacity and was overwhelmed so could not offer support. School was doing the best they could however noting that they currently had a gap in ELSA support.
	1399/21s Health and Safety Mrs Griffith noted that oak trees had been sprayed again.
	She reported that the Caretaker was still off sick and staff were having to provide site cover.
	1400/21s Policies Six policies had been circulated to the Committee and comments received: a) Anti-Bullying Policy b) Relationships, Health and Sex Education Policy c) Extra Curricular Policy d) Homework Policy e) Medical Conditions Policy f) Complaints Policy and Procedures
	Dr Lomax enquired as to the level of response received from parents on the consultation on the Relationships, Health and Sex Education Policy. Mrs Griffith noted that only 11 responses had been received and all were in agreement with the Policy. Once the policy had been ratified by the Full Governing Board it would be recirculated to parents for information.
	She noted that staff would be supported through their CPD in delivering this curriculum which would be age appropriate and respond to the needs of the pupils.
	All six policies were agreed.
10.29	<i>Mr Grover left the meeting</i>
	1401/21s Impacts as a result of this meeting • Resource allocation and covid catch up support discussed • 2021 data reviewed • Staffing discussed • Subject Leader monitoring discussed • Guidance agreed for Governor Visits • 6 policies agreed

	1402/21s Any Other Business a) Higher achievers Mrs Boaler enquired what provision there was for higher achievers, previously there had been a Gifted and Talented programme. Mrs Griffith noted that this had been abandoned in 2014 with the introduction of the new curriculum. Those children that were identified as benefitting from an extra challenge were able to dip into the curriculum of the year above.
	Mrs Griffith noted that she would explore with the Head of Charters to see if activities could be organised to inspire these children. Action: JG explore possible activities with Charters School for higher achievers
	1403/19s Date of Next Meeting Dates of meetings for 2021/22 would be set at the September Admin meeting of the Full Governing Board.
10.35	<i>Meeting concluded</i>