

<p>GOVERNING BODY OF WILBURY PRIMARY SCHOOL Wilbury Way, London, N18 1DE Telephone No: 020 8807 5335</p> <p><u>STANDARDS AND CURRICULUM COMMITTEE</u> <u>25 JANUARY 2018</u></p>	
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Minutes – Part 1

Membership:

- Norma Beharie (Vice-Chair)*
- Shirin Chowdhury
- Lorita Collins*
- Christiana During*
- Kate Turnpenney (Headteacher)
- Marilyn Stein (Chair)
- Steve Walsh
- Stephanie Zenonos

Italics denotes absence

Also Attending:

- Caroline Clifford - Assistant Headteacher
- Lisa Wise - Deputy Headteacher
- Liz Monnickendam - Minute and Advisory Clerk

1. **Apologies**

Apologies for absence were received from Mrs Beharie and Councillor During.

NOTED the absence of Mrs Collins.

2. **Declaration of Interest**

Governors were given the opportunity to declare an interest in any of the items appearing on the agenda. None were declared.

3. **Minutes**

The Minutes of the Standards and Curriculum Committee meeting held on 10 October 2018 were confirmed and signed by the Chair as a correct record.

4. Matters Arising

(a) Nursery/Reception Numbers (Minute No. 4(c) (ii))

NOTED that

- (i) the number of vacancies in Reception had decreased to 18 from 22;
- (ii) the closing date for applications for admission into Reception in September 2017 was 15 January. Only 82 applications, which had listed Wilbury as first choice, had been received.

Currently in Enfield there were 500 vacant Reception places. **A Governor asked why there were so few children needing places**, the Headteacher explained that many EU nationals were returning home additionally due to high housing costs in London, families were relocating to other areas. The School's funding was likely to decrease by £100,000 due to a reduction in pupil numbers;

- (iii) at Easter the School needed to decide whether to reduce the number of forms in Reception from 4 to 3;
- (iv) the School was considering whether to charge for Nursery and whether to increase the nursery hours to support working parents. It was acknowledged that some parents currently paid for a private nursery. The Headteacher explained that parents received the first 15 hours of nursery free of charge. Few parents qualified for 30 hours of free nursery care.

(b) Teaching and Learning (Minute No.5 (b))

NOTED that Mrs Stein and Mrs Hanton were undertaking a Learning Walk on 27 February 2018. The Headteacher suggested that Governors ask the Heads of Departments (HODs) what had been implemented and its impact.

(c) INSET Training (Minute No.6 (b))

REPORTED that Mr Mike Couzins, Deputy Headteacher at Highlands School had delivered training which had focussed on inference in reading.

NOTED that the Governors questioned the impact of the training and were advised that:

- (i) the training had been extremely beneficial and the School hoped to continue to work with Mr Couzins. His feedback had provided another perspective;

- (ii) Mr Couzins had worked closely with the teachers in the top set of Year 6. He also observed the teachers in Years 1 and 2 delivering Big Book teaching;
- (iii) the School was undertaking significant monitoring reading and Mr Couzins had provide further suggestions as to how this could be undertaken.

(d) Year 6 SATs Practice Tests

RECEIVED Year 6 Tests Results and details of the SET Data, copies of which are included in the Minute Book.

REPORTED that

- (i) the School had data from last year and therefore was able to compare the results this year against last years. The same paper had been used for testing. **A Governor asked whether the pupils could have taken the paper from the internet** and whilst it was agreed that this was possible, it was thought that very few pupils would have done so;
- (ii) the results had been very pleasing. The percentage of pupils achieving Reading (Secure +) had increased from 64% to 78%. In Writing 73% of pupils were at Secure +. It was considered that teachers had been cautious in marking the writing test and it was expected that 77/78% would achieve Secure +. The maths result at 80% was very good. Good progress had been made in reading and maths. The School felt that Year 6 pupils behaviour for learning was good;
- (iii) in reading the Government had raised pass mark of 21 marks to 26 for the 2017 paper;
- (iv) the challenge for the School was to ensure more pupils achieved greater depth. There were a number of pupils achieving 108/109 and they needed to achieve 110 to be working at greater depth;
- (v) the gender gap remained significant, particularly in reading. A Governor expressed their concern. Ms Clifford informed Governors that literacy level of Year 4 boys was good. However, the literacy level of boys in Years 5 and 6 was poor. 69% of the SEN pupils in Year 6 were boys and some of these boys had behavioural issues. Reading lessons were structured which suited the boys.

The Year 2 boys appeared to be achieving well in literacy, however when this was closely investigated it was established that many of the Year 2 girls had recently entered the School.

A governor asked whether better results would be achieved if boys and girls were in separate classes for lessons. Ms Clifford stated that last year, this had been provided in Year 5. Although the boys had seemed more engaged, there had been no appreciable improvement in their achievements in literacy. **A governor asked how the boys performed in the other MAT schools.** The Headteacher explained that she did not currently have this information.

RESOLVED to investigate boys achievements in MATs and feedback to the next meeting.

ACTION: HEADTEACHER

- (vi) **a Governor asked whether the School was benchmarked against other schools.** Governors were informed that the School was benchmarked against other schools particularly when the SATs data was published;
- (vii) Governors were shown how the School interrogated the data and thus targeted specific pupils.

5. Standards

(a) Progress Data from the Autumn Term 2017

RECEIVED the Whole School Overview for Reading, Writing and Maths and Data Analysis Autumn 2017 by Subject Years 1 to 5, copies of which are included in the Minute Book.

REPORTED that

- (i) Read, Write Inc (RWI)
 - (A) the RWI consultant had spent one day in School. She had worked closely with Ms Sue Ackroyd, Assistant Headteacher KS1, and Ms Sophie Chaloner, Assistant Headteacher Early Years . In the morning she had observed the teacher and then modelled a lesson. She had watched a TA who was working with the lowest group in Reception and acknowledged that whilst the pupils had understood at the time, shortly afterwards they had forgotten what they had learnt. This was through no fault of the TA whom she considered was good. In the afternoon she had delivered a lesson which had been observed by several teachers;
 - (B) the RWI consultant had provided the School with a number of strategies. She had emphasised the importance of consistency

and regularity. She had stated there were two key points which limited progress:

- had they been taught systematically?
- lack of knowledge regarding subjects. This was gained by reading a wide range of books.

The School had acknowledged that it could be more systematic. Ms Clifford felt that the Big Book initiative helped to encourage pupils to read. The School considered it could modify some of its resources;

- (C) overall the School had been very pleased with the input provided the RWI consultant. The Headteacher commented that RWI consultants were always well trained and of high quality. **A Governor asked whether the teachers now had more confidence.** Ms Clifford advised that the now teachers had strategies in place;
- (D) Ms Clifford was concerned the School had 30 pupils sitting on very low levels in the recent phonics test. The RWI consultant said that it was very concerning if there will still 30 pupils in this group by Easter;
- (E) the School considered that it had benefitted from the RWI Consultant's visit. As she had only observed each lesson for 10 minutes out 50 minute lessons, the School felt that there were other parts of the lesson which it would like the Consultant to observe and to advise on. **In response to a question whether the School would be inviting the RWI Consultant to return,** it was confirmed that School was keen that the Consultant returned, however this would depend on the School's finances;
- (ii) Ms Clifford highlighted the maths data in the Data Analysis document' particularly the progress some of the Year 5's had made in maths from the beginning of the Autumn term to later in the term (Autumn 2 vs Autumn 1). These targeted pupils had received additional support twice a week from the HOD. There had been a significant improvement in their attainment;
- (iii) the School had focused on reading and maths. It now planned to focus on writing. All HODs were involved and would be undertaking writing moderation. Focus Education and a local Enfield group had produced exemplification documentation with annotation.

Clerk's note: Ms Chowdhury arrived at 5.55pm.

6. School Development

(a) School Development Plan

RECEIVED the Single Plan – 2017/18, Plan Number 6, a copy of which is included in the Minute Book.

(i) Strand 1: National Standards; Raising Standards in Reading

NOTED that

(A) the HODs had been closely involved in raising the standards in reading and phonics in the Early Years and KS1 and in raising the standards in reading across all years. **A governor asked whether the school had sufficient staff for this to be undertaken.** The Headteacher explained that the TAs had reduced their lunch break from 1 ¼ hours to 1 hour so that they could spend an extra 1 ¼ hours per week supporting the pupils in reading. The TAs had not objected to the reduction in their lunch break. This had enabled Ms Ackroyd and Ms Buff to focus on the targeted pupils. Year 6 was receiving reading fluency lessons every Monday. At Easter booster sessions were planned for Year 6 with three teachers focusing on this Year group;

in response to a question, the Headteacher explained that the support was fluid and would change each term according to priorities;

(B) **in response to a question about team planning** the Headteacher explained that whilst an initial outline lesson plan was prepared by the team, teachers were expected to plan for all of their lessons which took into account the needs of each class;

(ii) Strand 2: Curriculum

NOTED that the School was working towards the PSQM (Primary Science Quality Mark) PSQM GILT Award. It was planned that every class would use the science laboratory for one lesson per week.

(vi) Strand 3: Partnerships

NOTED that Ms Wise advised she was writing a one year School Development Plan. Usually School Development Plans for two years but this had been changed as the School was joining a MAT. The Plan

would include developing skills for the future. Governors requested that the Plan be presented to the next Governing Body meeting.

RESOLVED that the Plan be presented at the Governing Body meeting on 8 March 2018.

ACTION: MS WISE, CLERK

(vii) Strand 4: Parents and the Community

NOTED John D’Agostino (Place2Be), Christine Clipson and Sue Campbell had identified parents whose emotional well-being was negatively impacting on their children. Sue Campbell and Georgina Johnston would be providing support to these parents through an 8 week course. The School would be monitoring whether this had a positive impact on the pupils. **In response to a question Governors** were assured that Ms Campbell would be following the School’s Safeguarding policies.

(b) Ofsted Recommendations

RECEIVED Ofsted Recommendations, a copy of which is included in the Minute Book.

NOTED that the Recommendations had been discussed in the previous meeting. The Document would be regularly updated by the School.

7. Sport and PE Funding

RECEIVED the PE and Sports Premium Action Plan 2017/2018, a copy of which is included in the Minute Book.

NOTED that

- (a) the amount of funding the School would be receiving was unknown as additional funding would be received from the sugar tax. No monies would be spent until the amount of funding was confirmed;
- (b) an outdoor gym would be installed in the Year 5 and 6 playground during the Easter holiday. The gym would cost about £15,000, £10,000 had already been received from the Edmonton Schools Partnership (which had also funded the science laboratory). The School expected to receive a further £5,000. Teachers would be able to take their classes to the outside gym during lesson time. The outside gym was particularly welcome as currently all years had play and exercise facilities with the exception of Years 5 and 6.

8. Policies

(a) Safeguarding Policy

RECEIVED the Safeguarding Policy, a copy of which is included in the Minute Book.

NOTED that the Policy had been updated, for example regarding training. The Headteacher advised that staff attended a two hour safeguarding training session annually on the first Inset day in the Autumn term. The legal requirement for staff to attend training was every 3 years.

RESOLVED to adopt the Safeguarding Policy.

(b) Teaching and Learning Policy

RECEIVED the Teaching and Learning Policy, copies of which are included in the Minute Book.

NOTED that the Policy was being further amended by Ms Wise. This included some changes to the Teaching and Learning for the Early Years particularly practice and pedagogy.

RESOLVED the required amendments be completed and the Policy referred to the next Committee Meeting.

ACTION: MS WISE, CLERK

9. Date of Next Meeting

NOTED the date of next meeting – Thursday 10 May 2018 at 5pm.

10. Items for the Next Agenda

RESOLVED that the following item be included on the next agenda:

- Teaching and Learning Policy.

ACTION: CLERK

11. Items to Remain Confidential

RESOLVED that none of the above be regarded as confidential.

Confirmed and signed at a
meeting of the Committee
held on the day
of 2018