

**St Oswald's Primary School  
Governing Body**

**MINUTES OF STANDARDS AND CURRICULUM COMMITTEE MEETING  
Held at St. Oswald's Catholic Primary School – Junior Building  
Date/Time: 11/10/18 4:30pm**

**Present:** G. Manley, M. Walsh, J. Jones, T Hegarty, T Gentle. C.Flood  
(part)

Also present G. Murphy, C. Sime, I Strom (Clerking)

<b>No.</b>	<b>Item</b>	<b>Action by:</b> (insert initials)
1.	<p><b>Welcome</b></p> <p>The chair welcomed the members of the committee including Mr Flood on his first meeting and asked for everyone to briefly introduce themselves.</p>	
2.	<p><b>Apologies for Absence</b></p> <p>All members were present.</p>	
3.	<p><b>Declarations of Interests</b></p> <p>The members of staff noted their interests.</p>	
	<p><b>Election of Chair</b></p> <p>Mr Manley was nominated by Mrs Jones. This was agreed unanimously.</p>	
4.	<p><b>Notification of Additional Business</b></p> <p>None requested</p>	
5.	<p><b>Minutes of previous meeting</b></p> <p>Agreed as accurate and signed by the chair.</p>	
6.	<p><b>Matters arising</b></p>	

Signed.....Committee Chair

	<p>The governor action plan was tabled and discussed. It was agreed that governors should be more visible in school and that governors could be assigned links to other areas of school life as well as those already in place, for example Year groups or phases. It was agreed that policy on governor visits should be adopted. There are model policies available and Mr Hegarty asked would Mrs Walsh look at them and bring a draft policy to the next committee meeting before the FGB meeting in November.</p> <p><b>A governor asked if there had been any changes in EYFS staffing.</b> MW reported that Miss Hatton had resigned to go working overseas, that we wished her well and she was keeping in touch. Mr Crowther had been moved to Reception and has been an excellent addition to the EYFS team to date.</p> <p>It was noted that the new style annual parental report had been taken to the last FGB meeting. It has now been implemented in school. Teachers and parents both provided positive feedback on the new style reports.</p>	MW
7.	<p><b>Ofsted Update</b></p> <p>Governors were informed that The Key for School Governors has a very good section for governors preparing for an Ofsted visit. It includes a range of possible questions that could be asked. Governors were reminded that the way they hold the school to account is inspected as part of the Leadership and management element of an inspection.</p> <p>Not all governors will be required to meet inspectors but if anyone feels confident to meet them then please let Mrs Walsh know.</p> <p>Mr Hegarty explained that he felt it was likely that the visit would take place sometime after the validated data was available. So that the inspectors could have two sets of validated data from the school, which would enable them to start to look at trends, which could highlight areas of specific investigation. A governor asked when the validated data was due to be published, they were informed that the ASP data was due in the next week or so.</p> <p>Inspectors would triangulate data from this year and previous year's data and targets, along with information gained from looking at books and observing lessons.</p>	

	<p><b>A governor asked if there had been many inspections locally this term.</b> They were informed that there had not been many so far this term but there were around 5 schools locally that were in the inspection window. In the authority 21 schools were due inspection under current guidance.</p>	
8.	<p><b>SIP Visit</b></p> <p>Mary Regan The School Improvement Partner (SIP) is visiting tomorrow morning for a target setting meeting. The summer SIP report has been distributed, an updated version for academic year 2018-2019 will be available after the visit. Mrs Walsh informed governors that key targets highlighted in the School Development Plan (SDP) would come from data analysis. Targets for Y6, Y2, Phonics &amp; GLD have been issued based on previous years data and teacher assessment but will be re-examined as the year progresses. Phonics is predicted to improve again. The gender gap is a priority in the SDP.</p> <p><b>Governors asked if Mary Reagan could provide some training on data analysis.</b> Mrs Walsh said she would arrange this as it was the usual part of the universal offer.</p> <p><b>Governors asked if attendance was improving this year.</b> Up to this point in the school year, there is an improving picture, which continues the improvements made last year. Persistent absence is also improving. Of the top 20 absentees, 7 are related to holidays and 2 to hospital stays. The previous year 6 had a large number of PA pupils and now they have moved into the secondary sector it has had a positive impact on the current year figures. <b>A governor asked if fines were still being issued for holiday absences.</b> This was confirmed.</p>	MW
9.	<p><b>Year 6 and Year 2 Update</b></p> <p>Documents had been previously distributed.</p> <p>Targets for Year 2 are showing an upward trend on last year. One of the key priority areas is writing where attainment is lower than the other subjects. It is recognised that this is a national issue as writing is teacher assessed . Year 2 are also working hard to improve the number of children who achieve greater</p>	

	<p>depth.</p> <p>The current year 6 are a high ability cohort and are predicted to do very well. The predictions for the current year 6 have been robustly challenged and externally moderated, but appear accurate.</p>	
<b>10.</b>	<p><b>Standards Across the School</b></p> <p>Governors noted that there was no national baseline for Reception this year and that next year's baseline would not be published. School have used the previous years NFER tests to achieve an initial baseline for tracking purposes; this has been completed in conjunction with a number of local schools for external validation. The current reception pupils have settled well and made a positive start.</p>	
<b>11.</b>	<p><b>SEF Update</b></p> <p>Mrs Walsh had previously distributed the SEF for governors to read and be able to discuss at the meeting. A discussion followed.</p> <p>Leadership and Management – Rated as 1. This includes the governance element of the inspection regime. MW discussed how the grade had been allocated through cross reference with the OFSTED handbook and the self evaluation processes.</p> <p>Teaching and Learning – Rated as 1/2. There is an improving picture with the vast majority of teaching being rated as good or better. Data is strong so showing impact and progress is above national averages. There was a discussion about whether the grade was more 1 than 2, MW explained that outcomes for all groups were not yet 1.</p> <p>Personal Development and Welfare – Rated as 1/2. At the time of the SEF attendance was still below national and prevented this category from being an overall 1. Though attendance was still an issue, governors recognised again this was an improving picture and each case of attendance was treated individually and had its own story. All other parts of this category were definitely grade 1.</p> <p>Outcomes for pupils – Rated as 1 with elements of 2. The latest data shows that pupil outcomes leaving school are overall outstanding with some groups of children across school who need to catch up with their</p>	

	<p>peers.</p> <p>Effective EYFS – Rated as 2/1. Still developing but data is much stronger and has made major improvements already.</p> <p>Overall Effectiveness – Rated as 1. Overall, it was thought the school was closer to the attributes and more best fit for a 1 than a 2.</p> <p>The school has been invited to take part in a Parliamentary Review document by the government, a booklet sharing exemplar practice. Only 6 or 7 schools in the North West have been invited to take part. MW had phoned the MP who sent the letter and he had explained the process and the reasons why we had been chosen, we had been invited because of the positive data. Unfortunately, there was a cost of approx. £2500 to be involved. MW felt that this was a considerable sum of money and could be better spend though she was pleased to have had the school recognised.</p> <p><b>A governor asked what checking mechanisms are in place to moderate the SEF judgements.</b> MW explained how evaluations are gathered from stakeholders and then the final grading are taken from best fit against the benchmark Ofsted standards. Governors were informed that the SIP looks at the judgements and provides challenge. After moderation she agreed with the grades.</p>	
<p><b>12.</b></p>	<p><b>School Development Plan</b></p> <p>The SDP had been previously distributed.</p> <p>Mrs Walsh talked about the priorities identified in the plan. Governors noted the key areas included the improvement of the percentage of pupils at greater depth, particularly in KS1. There is also a priority to improve provision for ASC pupils, this links to the SEND priorities and behaviour strategies. There is also a drive to improve boy’s attainment across school.</p> <p>Attendance continues to be a priority for the school, building on the improvements already made.</p> <p>Governors were pleased to see that the plan included an ambition to gain the Writing Quality Mark.</p>	

	<p>EYFS has a separate action plan which links in to the main plan. One of the priorities for EYFS is the continuing development of enhancements in the outdoor environment.</p> <p>The Governor's Action Plan would also form part of the School Development Plan.</p> <p>In addition, each curriculum area has its own plan, which sits under the main SDP.</p>	
13.	<p><b>Curriculum Development</b></p> <p>One of the main areas for school development this year is the development of the curriculum; in response to DFE changing focus, St Oswald's is ensuring that our curriculum meets the needs of our children. Mrs Murphy and Miss Sime are working closely with the LA lead in the development of a new curriculum which meets the new challenges. Staff have been working really hard to make adaptations.</p> <p>A report was previously distributed which was explained by Mrs Walsh. Governors noted the report.</p>	
14.	<p><b>Policies</b></p> <p>Curriculum changes have been reflected in the appropriate policies and had all been previously circulated.</p> <ul style="list-style-type: none"> <li>a) E Security - This is based on the LA model. <b>Agreed</b></li> <li>b) Data Protection This is based on the LA model. <b>Agreed</b></li> <li>c) GDPR - This is based on the LA model. <b>Agreed</b></li> <li>d) EYFS policies - <b>Agreed</b></li> <li>e) Calculation Policy - <b>Agreed</b></li> </ul>	
15.	<p><b>Extra curricular clubs</b></p> <p>The list of current extra curricular clubs had been previously distributed. <b>A governor asked if the building work had impacted on the provision of the clubs.</b> They were informed that staff had been very flexible and offered alternative clubs if it wasn't possible to provide some clubs as a result of limited space. <b>A governor asked if The Joseph Lappin Centre was still being used.</b> This was confirmed but for after school instead of during lunch hour. <b>A governor asked</b></p>	

	<p><b>if there was a girl's football club.</b> This was confirmed and the team takes part in some competitions.</p> <p>Governors passed on their thanks to staff for enhancing the opportunities for the pupils.</p>	
	<p><b>CPD</b></p> <p>A list of CPD was distributed at the meeting. Governors noted the list.</p>	
	<p><b>Notified Business</b></p> <p>None.</p>	
	<p><b>DATE AND TIME OF NEXT MEETINGS</b></p> <p>28<sup>th</sup> February 2018 at 4.30pm.</p>	