

**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: 28/02/19 4:30pm**

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

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

No.	Item	Action by: (insert initials)
1.	<p><b>Welcome</b></p> <p>The chair welcomed the members of the committee</p>	
2.	<p><b>Apologies for Absence</b></p> <p>C.Flood and J Simm sent apologies, which were accepted.</p>	
3.	<p><b>New Data Dashboard and ASP Training</b></p> <p>All governors, not just those on this committee, were invited to attend a training session hosted by Mary Regan, the school's designated School improvement Partner (SIP) The session was designed to show the new ways of reporting statutory data and how to analyse the information it provided. Governors were provided with the latest reports, ASP &amp; IDSR for St Oswald's and were taken through the details of what each element consisted of. It was pointed out that some of the areas were not yet fully populated as the data at points looks at 3 year trends so refers back to a time when the school was not yet formed due to the amalgamation of the Infant and Junior schools.</p> <p>Governors thanked Mary for her comprehensive training and felt that it was invaluable for future data analysis.</p>	
4.	<p><b>Declarations of Interests</b></p>	

Signed.....Committee Chair

	The members of staff noted their interests.	
5.	<p><b>Notification of Additional Business</b></p> <p>It was requested that the school residential trip was added to the agenda. This was agreed.</p>	
6.	<p><b>Minutes of previous meeting</b></p> <p>Agreed as accurate and signed by the chair.</p>	
7.	<p><b>Matters arising</b></p> <p>Governors noted that the data training requested at the previous meeting had taken place at the start of this meeting.</p>	
8.	<p><b>SIP Report</b></p> <p>The report had been previously circulated. Mrs Walsh highlighted that the self evaluation judgements were the same as they had prior to the Ofsted inspection. It was explained that the self evaluation could take into account the judgements of a recent Ofsted report but that it was about the schools judgement of where they were and also should take into account any progress or changes that have taken place since the inspection. Governors agreed the judgements.</p> <p>Governors noted that the hard work on attendance was really noticeable and congratulated the staff on the impact that the strategies were having.</p> <p>Governors were informed that targets in Year 6 had been adjusted. <b>Governors asked what factors had been taken into account to make the changes in targets.</b> They were informed that there had been a high level of mobility in the current cohort. In the time that the cohort had been in school, there had been 23 new arrivals and 24 leavers meaning a turnover of over 30%. The schools good reputation for supporting children with additional needs meant that the arrivals tended to have additional needs whereas the leavers included a number of high achievers. <b>Governors asked whether the targets were still challenging.</b> They were informed that the targets were still aspirational and are above the previous year's national expectations. Small additional differentiated support groups have now started to fill gaps.</p> <p><b>Governors asked how many was in each groups.</b></p>	

	<p>They were informed that the groups were not necessarily equal but based on different needs so that pupils received the support that they require and there were no arbitrary limits on numbers. Children were able to move between ability groups when they had met their targets.</p> <p>Year 2 targets for end of key stage have also been adjusted. Again, mobility has been an issue and in Year 2 there has been an increase in EAL pupils. The numbers were shared with governors.</p> <p>Phonics – A small but significant cohort of children who need specialised support has meant that the targets have been adjusted in Year 1. There has been improved provision for those children who needed a differentiated curriculum to support their development so enhancements to the area had been added, this has had a really positive effect on those children. Mrs Walsh commented on how proactive year 1 staff had been to making the changes. The targets though adjusted are still challenging targets. It is anticipated that boys results will be lower than girls due to a high number of SEND boys.</p> <p>EYFS – There has been good progress since the last report. There has been a focus on boys writing particularly in gross motor skills. This cohort seem more engaged due to the support in physical development games that have been developed. <b>A governor asked why boys do not seem to have a feel for holding the pencil.</b> It was explained that boys tend to develop their lower body areas earlier. Their support on physical development concentrates on different stimulus like balance bikes. This helps with gross motor skills which in turn helps develop the fine motor skills needed for pencil control. <b>Governors noted that the report identified that one teacher had been cautious in their assessments. They asked why was this.</b> This teacher had missed some of the joint moderation sessions and so was being cautious, having only their own judgements to compare. As they missed the moderation the head of EYFS met with the teacher to ensure the messages were shared. Moderation is done with all teachers and support staff in attendance to ensure consistency across the year group. In addition, during pupil progress meetings all teachers will have one to one discussions with leaders to ensure that the children are all discussed individually</p>	
9.	<b>Changes to Ofsted Framework and Guidance</b>	

	<p>The draft inspection handbook is available from Ofsted for consultation, they are actively encouraging responses from teachers and leaders. Mrs Walsh suggested that governors should read and feedback if they were particularly keen to do so as there are some significant changes proposed. One of the most significant changes proposed is the suggestion that a Section 8 inspection would last 2 days instead of 1 and the call would come by 10am with the inspectors arriving at 12.30pm the same afternoon, ultimately a 2.5 day inspection. Governors felt that this showed a lack of trust and respect to the professionals in school.</p> <p>There is to be a proposed change in focus from internal data to what the curriculum looks like and how well it is delivered, How well staff do their job and what leaders do to support them. Only externally validated data, as described in the earlier training, will be examined.</p> <p><b>Governors commented that teachers shouldn't be taking too much of their time creating data that doesn't impact on pupils.</b> This was agreed by everyone in the meeting. Mrs Walsh informed governors that with the proposed changes in mind, the data presented to governors would be more succinct and meaningful.</p>	
<p><b>10.</b></p>	<p><b>Standards Across the School</b></p> <p>The report on standards had been previously distributed.</p> <p>Mrs Murphy explained the EYFS and KS1 elements. She explained that the progress was being reported on from the summer results in the previous academic year to the Autumn term. The reports highlighted the mobility issue previously discussed.</p> <p>Miss Sime explained the KS2 reports. She explained the colour bands showing progress. <b>Governors commented that there was regularly a dip during the transition from KS1 to KS2.</b> This was agreed although, again the mobility of the pupils also contributed to this dip. Years 4 and 5 are showing good progress. Year 6 are the final cohort that are being compared with the old "levels" system of recording attainment. It was acknowledged that the cohort is generally very good but there is a tail of pupils who need additional support.</p> <p>Mrs Walsh informed governors that the school is currently working towards the Writing Quality Mark. There are a number of key initiatives all over the school and is being publicised well through the school Twitter</p>	

	<p>feed. The assessment is due to take place on 29<sup>th</sup> March and governors were invited to come in to meet the assessor and discuss the role the governors play in raising standards in writing.</p> <p><b>Governors commented that the new style report was visually pleasing and provided enough information to provide statutory requirements. It also facilitated questions being asked which leaders could provide evidence with the answers.</b></p>	
11.	<p><b>Action Plan</b></p> <p>The Governor’s Action Plan and Ofsted Action Plan had been previously circulated.</p> <p>The governors are now visiting regularly in line with the visitor policy.</p> <p>Governors discussed training. They agreed that new governors in particular should be encouraged to attend training and particularly the new governor training.</p> <p><b>Governors requested that the Skills Audit was recirculated to analyse training needs.</b></p>	IS
12.	<p><b>Policies</b></p> <p>All policies had been previously circulated.</p> <ul style="list-style-type: none"> <li>• Parental Complaints Policy – This is a review of a policy previously in place. Governors agreed the policy.</li> <li>• CCTV Policy – In line with the recent implementation of GDPR, this policy was a new standalone policy. The governors were made aware that images of pupils and adults are considered data under data protection regulations. This means that they may be able to request access to the images (via parents for pupils). The policy sets out the purpose of the CCTV and how it is used. It also acknowledges that Subject Access Requests may be made but explains that it may not always be possible to release all of the images requested, for example when the images would be difficult to redact the images of other people who did not give permission to have their image shared.</li> </ul> <p><b>Governors asked if the police could have access to the images. It was confirmed that the</b></p>	

	<p>policy identified how, when and why the images could be shared for law enforcement. <b>Governors asked if the images were accessed regularly.</b> It was confirmed that they were only accessed for specific reasons by a limited number of staff. <b>Governors agreed the policy.</b></p>	
13.	<p><b>Notified Business</b></p> <p>Miss Sime informed governors that the residential trip to Colomendy had been booked for the Friday to Sunday 17<sup>th</sup> to 19<sup>th</sup> May. 69 of the 79 children have expressed an interest in attending including 31 pupil premium children. Of these 2 will be fully funded and 3 will be part funded from pupil premium. <b>Governors asked how much the trip was costing the parents.</b> They were informed that cost was £150 which had remained the same as last year. <b>Governors agreed that the trip should proceed.</b></p>	
	<p><b>DATE AND TIME OF NEXT MEETINGS</b></p> <p>18<sup>th</sup> June 2019 at 4.30pm.</p>	