

**Kildwick CE Primary School**  
*Believe, Achieve, Succeed*  
**Striving for Excellence and Promoting Christian Values**

**Minutes of the T&L Committee Meeting  
held on 19<sup>th</sup> February 2018**

**Present:**

Tim Whitehead – Headteacher (TW)

Donna Akrigg – Staff Governor (DA)

Alex Swinton – Parent Governor (AS)

**In attendance:**

Stephen Dale – LA Clerk to Governors (Clerk)

A	Procedural
1	<u>Welcome and consideration of absence</u> DA took the Chair, opening the meeting at 19.25, welcoming those present and thanking them for their attendance. Apologies had been received from Natalie Barrett – consented. Kathryn Morris was absent.
2	<u>To determine whether other urgent business should be considered.</u> Governors agreed to the request from DA to consider EYFS under other urgent business.
3	<u>To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection.</u> No items were identified.
4	<u>Declaration of interest on any agenda item.</u> No declarations of interest were made.
5	<u>To approve the Minutes of the T&amp;L Committee meeting held on 30<sup>th</sup> October 2017 and matters arising from the minutes not otherwise covered by this agenda</u> Governors unanimously approved the Minutes of the T&L Committee meeting held on 30th October 2017. <b>Action – TW to file and upload onto school website.</b> TW noted that ASP training had been delivered in December 2017 and that TW, NB, MR, KM and GS had attended this session. All online safety training was complete. TW briefed Governors that the contract with Sportschool had been terminated and that a TA to deliver schemes under the “Sports Premium” funding had been employed as of January 2018.
6	<u>Date of next meetings:</u> Governors noted the dates of forthcoming meetings - FGB – 13 <sup>th</sup> March at 1800

	T&L – 22 <sup>nd</sup> May at 1800 Resources – 22 <sup>nd</sup> May at 1915
<b>B</b>	<b>School Improvement</b>
7	<p><u>School Improvement Advisor (SIA) visit.</u> Governors had been circulated the report from the visit by Andrea Hayes, School Improvement Advisor from NYCC mad on 16<sup>th</sup> October 2017 prior to the meeting. TW gave further detail on this visit noting the AH had agreed with the school judgements that Outcomes for Pupils. Personal Development, Behaviour and Welfare and EYFS were all “Good”. AH was unable to verify and agree with other items due to insufficient evidence being available to support the judgements. These will be reviewed when Ah next visits on 22<sup>nd</sup> March. TW briefed Governors that this would be a full day’s visit, detailing the areas that will be examined. TW noted that AH would also meet with MR.</p>
8	<p><u>Pupil Progress.</u> Governors had been circulated Progress and Predicted end of Year attainment data based on figures available at the end of the Autumn Term 2017. TW stated that these were good outcomes and noted good progress in reading and writing in Y3, that Y6 was on track to achieve above national average results, that Y5 were making good progress and that, because of moderation, more realistic judgements have been made in Y2.</p>
9	<p><u>Sport Premium &amp; Pupil Premium</u> Governors had been circulated the following information prior to the meeting; Pupil Premium Strategy 2016/17 Pupil Premium Strategy 2017/18 Anonymised PP tracker Objectives and Timetable for Joel Pearson (JP) – Sport TA.</p> <p>TW briefed Governors on the tracker, explaining how this shows “scores” as the child progresses through scores. TW explained the measures used and described various interventions in place to support pupils (though more detail on interventions is to be added).</p> <p><b>Action – TW to update with interventions.</b> TW briefed on how clubs are also used as support and the effect these have on pupils. <b>A Governor asked that more detail on interventions be clearly shown on the tracker and agreed with TW that it is important for Governors that they understand what support is in place to see what does/does not work for that child.</b></p> <p>TW briefed Governors on the appointment of JP to promote and encourage all children to participate in sporting activities both in and out of school. TW noted the appointment is to make full and best use of the Sports Premium Grant. TW described how all children would be surveys to understand what interest them, targeting those who do not normally participate or have no interest in sport. JP will also be involved in staff development and that the aim is to encourage all children to engage in an active lifestyle that will carry through to secondary school and into adulthood.</p>

	<p>DA noted that those with SEN are being involved too and that they can participate in competitive sport is also part of JP’s remit.</p> <p>Governors noted that having one person in school with a sole focus of sport will be beneficial.</p> <p>TW updated Governors on the additional funding from the Co-Op charity initiative and that so far £600 has been raised and this will be spent on improving the playground.</p> <p>A Governor asked if JP would be involved with the Peggy Wilson Trust. TW replied that this was an idea to progress but that currently JP was not involved as the PW Trust had more of a community focus.</p>
<p>10</p>	<p><u>Safeguarding/SEN update</u></p> <p>Governors had ben circulated notes from the meeting between Geraldine Sands (as Safeguarding Governor) and TW on 22<sup>nd</sup> January prior to this meeting.</p> <p>TW noted that online safety training will be extended to all volunteers in school and detailed how this would take place. TW briefed Governors on actions in place to address the concerns raised following the completion of the “Growing up in North Yorkshire” survey. There was an opportunity for the year groups involved to participate again and further sessions as to online safety training for both children and parents are being arranged.</p> <p>A Governor asked if the survey results will be made available to parents – TW replied that they would be.</p> <p><b>Action – TW to circulate results.</b></p> <p>DA gave a verbal update on SEN. DA noted the success of external support that has been made available and gave further detail on the “vulnerable children” list that is for those not on the SEN register but who Staff identify as needing monitoring – with the aim of their not being added to the register.</p>
<p>11</p>	<p><u>Subject Monitoring</u></p> <p>TW briefed Governors on a new initiative to subject monitoring with a lesson study approach involving x3 staff. Two will observe the third and then they will meet and discuss thoughts afterwards rather than simply highlighting strengths/weaknesses – this has been received well and viewed as a more positive approach,</p> <p>TW noted another planned initiative with Cowling School to share ideas on guided reading as they had very good results in this area and there are benefits be gained through this type of collaboration.</p> <p>Governors supported this approach and asked how time was being made to do these initiatives and if any additional cost were being incurred. TW replied that cover was being arranged by using HLTAs and students and that supply cover was not being employed.</p> <p>TW noted that the new approach would aid development as well as enabling monitoring and that there would be documentation completed to form evidence of the monitoring and of the impact made using this process.</p>
<p>12</p>	<p><u>Staff Training</u></p>

	TW briefed Governors on the breadth of training undertaken by staff noting the work on animation being undertaken with a parent and work with a sculptor.											
13	<u>Performance Management</u> TW noted that all staff have had reviews and been given updated targets where appropriate. TW has met with NB, MR and GS.											
14	<u>Educational Visits</u> TW noted the range of Educational Visits undertaken – with activities both in and away from school.											
15	<u>Policies to approve</u> Governors approved the following policies that have been reviewed with no changes being made. <table border="1" style="width: 100%;"> <tr><td>Sex &amp; Relations Policy</td></tr> <tr><td>Collective Worship Policy</td></tr> <tr><td>Curriculum Policy</td></tr> <tr><td>Drugs Education Policy</td></tr> <tr><td>English policy</td></tr> <tr><td>Science policy</td></tr> <tr><td>Home Learning Policy</td></tr> <tr><td>Marking Policy</td></tr> <tr><td>Teaching &amp; Learning Policy</td></tr> <tr><td>EYFS Policy</td></tr> <tr><td> </td></tr> </table>	Sex & Relations Policy	Collective Worship Policy	Curriculum Policy	Drugs Education Policy	English policy	Science policy	Home Learning Policy	Marking Policy	Teaching & Learning Policy	EYFS Policy	
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<b>C</b>	<b>Other Business</b>											
16	<u>To deal with any matters agreed for consideration under item 4 above.</u> DA requested that a Governor be identified to link with EYFS noting that the data/outcomes for this group may appear “lower” on paper and that reasons and whilst interventions are in place and available the GB will need to demonstrate and understanding of this. <b>Action – Clerk to add to next FGB agenda</b>											
17	<u>To consider “What impact on Pupils have we had at this meeting today”</u> Governors agreed they had reviewed and questioned data, they had a good understanding of how JP will be working and the impact he should have, there was an improved understanding of PP and the interventions in place, how lesson observations are changing, what is being implemented to address concerns on online safety and of the approach to SEN.											

The meeting closed at 20.30