



## Kildwick CE Primary School

Learning to Live – Living to Love – Loving to Learn

Minutes from the Meeting of the FGB (Curriculum)  
held on 2<sup>nd</sup> March 2020 at 18:00

### Present:

Christine Anderton – Foundation Governor (CA)

Donna Akrigg – Staff Governor (DA)

Jo Gostling – Co-opted Governor (JG)

Jamie Logan – Parent Governor (JL)

Kath Morris – Foundation Governor (KM)

Cameron Quinn – Co-opted Governor (CQ)

Liz Snell - Parent Governor (LS)

Geraldine Sands – Foundation Governor (GS)

Alex Swinton – Parent Governor (AS)

Tim Whitehead – Headteacher (TW)

### In attendance:

Stephen Dale – LA Clerk to Governors (Clerk)

A	Procedural
1	<u>Welcome, introductions, opening prayer and consideration of absence</u> GS opened the meeting at 18.00 welcoming all present and thanking them for their attendance. There were no absences to consider, all governors were present. KM led the meeting in a prayer.
2	<u>To determine whether other urgent business should be considered.</u> Governors agreed to consider the following under AOB – To agree date for Strategy session in Summer Term Action to be taken over lack of Budget Report information To confirm arrangements for Headteacher Performance Management Meeting.
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> None identified at this point.

4	<p><u>Declaration of interest on any agenda item.</u></p> <p>None declared.</p>
5	<p><u>To approve the Minutes of the FGB meeting held on 3<sup>rd</sup> February 2020 and matters arising from the minutes not otherwise covered by the agenda.</u></p> <p>Governors unanimously approved the Minutes of the FGB Meeting held on 3<sup>rd</sup> February.</p> <p>Matters arising –</p> <p>CQ/TW confirmed that there were still no Budget Monitoring reports to circulate.</p> <p>The SFVS (item 9) has been circulated and signed for submission.</p> <p>Item 9 re Business Continuity – GS/TW will meet and produce a summary of this to be circulated to all governors.</p> <p>Actions from the Parental Survey will be discussed at FGB on 30<sup>th</sup> March 2020.</p>
<b>B</b>	<p><b>Achieving our School Vision</b></p>
6	<p><u>Presentation on how the school is delivering a “Broad and balanced Curriculum” in line with latest Ofsted guidance.</u></p> <p>Prior to this meeting, governors had been invited to review the documents on the school website re Curriculum.</p> <p><b>Q: what are the expectations on a school of our size – smaller with fewer members of staff than larger schools. Will Ofsted be mindful of this. TW noted that the revised curriculum had to be in place regardless of staff numbers and reiterated how the requirement for Subject Leaders is being managed with small staff numbers and that all schools had another year to have put the new curriculum “fully in place”</b></p> <p>TW briefed governors on the work undertaken since September 2019 noting the changes made and how subjects are being taught. TW talked through some of the documentation on the school website.</p> <p><b>Action – future FGB agenda to include a presentation from Daisy Spence on the History and Geography Curriculum (Clerk)</b></p> <p>TW explained the subject overview, the long-term plan to deliver this and how mixed age groups are taught within a two-year cycle. TW used the Science Curriculum information to demonstrate teaching, Teaching &amp; Learning Continuity and Progress, what will be learnt in EYFS, Curriculum Intent, Curriculum Progress and the long-term plan. TW explained the sequence of pre-assessment, teaching, testing and then review to ensure the curriculum is being delivered in a meaningful way. TW gave examples of the pre-assessment and emphasised how children are being challenged to broaden their knowledge.</p> <p>TW explained how “Deep Dives” will occur during an inspection and how all staff have worked together to understand the detail of each subject, the role of the subject leader and what has been undertaken to ensure consistency of approach.</p> <p><b>Q: Will Deep Dives involve only SLs and Teachers. TW confirmed these will be questioned and that pupils are likely to be involved in the process too.</b></p> <p>TW noted that the curriculum was very much work in progress and that documents on the website were being added to and revised constantly.</p> <p><b>Q: Who is responsible for this. TW advised that the Subject Leader was.</b></p> <p>TW noted that communication re the curriculum was being sent to parents in the form of newsletters.</p>

	<p>Q: What is the statement re British Values. TW briefed governors on the statement and how it is interwoven through all subjects.</p> <p>Q: Through PHSE. TW confirmed that the statement reflects DFE guidance and policy and that there is a link to PHSE noting this is not statutory until September 2020. TW noted the school is to subscribe to the PHSE association.</p> <p>Q: Do you anticipate any objections. TW briefed governors that this is unlikely and described possible scenarios and the response to these.</p> <p>Governors noted the progress and effort in developing the curriculum and thanked all staff for their hard work in this area.</p>
7	<p><u>School Performance Data – (including PP data)</u></p> <p>The Progress and predicted end of year attainment document updated with actual achievements at the end of the Autumn Term had been circulated prior to this meeting as had an anonymised copy of the PP tracker.</p> <p>TW explained the data shown for FFT 50/20 estimates and highlighted the predictions for ARE and above ARE based on December data. TW highlighted p3 that explained how to read and interpret the figures. TW drew governor's attention to the Y6 figures noting that this was the first year group to have come through the new KS SATS tests. TW briefed governors on the work underway to improve scores in Y6 and Y2 to stretch pupils to achieve greater depth and noted the work underway in EYFS to achieve above ARE and the unusual gender split in that year and the number of summer birthdays. Governors noted the small cohort number and TW explained how individuals are constantly assessed to identify the most appropriate interventions and how these will "look" in line with the new curriculum requirements.</p> <p>Governors discussed the work to progress reading standards.</p> <p>Q: Will this focus continue. TW confirmed that this would always be treated as a high priority and maintenance of high standards will enable all pupils to access the broad and balanced curriculum.</p> <p>Governors considered the PP data.</p> <p>Q: How is the approach taken to support pupils to achieve a "reasonable level" tracked especially as sometimes only "small steps" are taken but for individuals these can be making a massive difference. TW confirmed that records are kept of any progress regardless of how big this may be perceived to be.</p> <p>Governors discussed that they are not able to see this and suggested further commentary on the report? TW noted that PP monies are used across a range of subjects and activities and that it is not just targeted specifically at Reading, Writing and Maths.</p> <p>Q: In the "interventions" column, what is Ginger Bear. TW explained that this is a language and communication programme.</p> <p>Q: Please give further detail on "Daily Reading". TW briefed governors on this noting that the approach will vary with whole class reading, 1:1 with a teacher, TA or volunteer.</p> <p>Q: How can the benefits from monies spent be clearly demonstrated. Governors agreed that there was no question that money was being spent appropriately and that this needed to be articulated in some way. TW agreed to add a further column in the report and also to identify "other vulnerability" and also to highlight work with "brighter children".</p>
8	<p><u>Headteacher update on the Strategic Development plan with a focus on Loving to Learn</u></p>

	<p>A copy of the SSDP, updated with RAG rated term 2 Milestones had been circulated prior to this meeting.</p> <p>TW noted the commentary added against progress.</p> <p>Q: Can “reporting by exception” be added, for example, with curriculum planning, are there any areas/subjects that are behind. TW agreed that this can be added.</p> <p>GS noted that Lead Governors can then use this commentary to instigate questions as part of their role.</p> <p>Governors discussed how to revisit milestones in the Summer Term – to understand progress and link findings into the Strategy Meeting planned for June.</p> <p>Q: Is there an update on the walking bus. TW noted the poor response to this and that this would be re-visited after Easter to encourage volunteers to organise.</p>
9	<p><u>SIAMS - to receive a verbal update from TW on the inspection</u></p> <p>TW briefed governors on the recent SIAMS inspection noting the full report is available on the school website. TW highlighted the key findings and the areas for development and updated governors on the actions underway to address these.</p> <p>Q: Might the inspection influence Ofsted in any way. TW briefed that Ofsted would note that the inspection had taken place and that it should not act as a trigger for them to visit.</p> <p>Governors noted that the impact of Collective Worship needs to be embedded in school life more – TW acknowledged that this is the beginning of a journey and that this is being addressed, is improving and will continue to be a focus for improvement.</p> <p>GS noted that there were no “surprises” contained in the report, highlighted the positive comments made and governors thanked TW and all Staff for their hard work towards this successful inspection.</p>
10	<p><u>Pre/after school care – to receive an update on progress and school management of the club.</u></p> <p>TW updated governors on the Before &amp; After School club. Day to day management of the club is good and the fluctuating numbers are to be expected. TW briefed governors on the quotes being sought to address the H&amp;S issues raised previously. Governors agreed that the school would fund these improvements with monies being re-claimed from the PCC. GS agreed to liaise with the new PCC to ensure that value for money with these is demonstrated.</p> <p>Q: Is the plan to carry on using the Church rooms. TW confirmed that this is so.</p>
11	<p><u>Governor Visits</u></p> <p>GS reminded governors to undertake a minimum of x1 visit per term to fulfil the requirement to monitor the SSDP. Once a visit is undertaken, the appropriate form should be completed (available on Gdrive) and this then sent to Clerk and TW. The Clerk will upload forms into the folder on Gdrive and ensure they are recorded in the minutes of the next FGB.</p> <p><b>Action: All</b></p>
12	<p><u>Policies to approve:</u></p> <p>Governors unanimously approved the Anti-Bullying Policy. TW noted the HTB training given to all Staff and that learnings from this have been incorporated into this policy.</p> <p>Governors unanimously approved the Accessibility Plan noting that this needs to be reviewed annually by the FGB.</p>

	<p><b>Action: TW to update by removing reference to Resources Committee and to include issues with this in HT reports.</b></p> <p>Governors noted that the plan should reflect issues other than just physical challenges.</p>
<b>C</b>	<b>Other Business and information</b>
13	<p><u>To deal with any matters agreed for consideration under item 2 above.</u></p> <p>Governors discussed the need to review the SSDP for 2019/20 and to agree priorities for 2020/21 prior to the end of the school year and agreed to hold an additional FGB meeting on 29<sup>th</sup> June 2020 between 13.00 and 16.00</p> <p><b>Action – TW to book venue (off site)</b></p> <p>Governors agreed that the SSDP is a 3-year plan so there is a need to review and tweak in line with current circumstances and to update success criteria and milestones accordingly. Governors discussed the need to engage all stakeholders prior to this meeting and to seek views from Pupils and Parents and Staff in a timely fashion.</p> <p>TW briefed governors on the action taken to obtain up to date financial information and latest Budget Monitoring Reports through e-mails and conversations with the Finance Team at NYCC. Governors expressed deep concern that this information is not being made available to the school and to the GB for consideration.</p> <p><b>Action – TW to continue to pursue and issue documents asap.</b></p> <p>Governors requested that contracts with suppliers other than NYCC also be reviewed for 2020/21 and that TW obtain details on these for consideration at FGB on 30<sup>th</sup> March.</p> <p><b>Action – TW</b></p> <p>GS, KM, JG and TW confirmed arrangements for the Headteacher Performance Review Meeting to be held in Mid-March.</p>
14	<p><u>Correspondence</u></p> <p>None to consider.</p>
15	<p><u>Upcoming events and meetings</u></p> <p>Governors noted the date and time of the next FGB – 30<sup>th</sup> March 2020 at 13.30</p> <p>TW drew governors' attention to the calendar of events on the school website highlighting the upcoming Fairtrade Café and Easter Production that governor's presence would be welcomed.</p> <p>TW noted the Parents evenings being held this week.</p> <p>GS noted the recent E-safety session and Active Reading session and the numbers attending these.</p>
16	<p><u>How has this meeting impacted on the welfare and progress of our pupils?</u></p> <p>Governors agreed that the information and understanding of –</p> <p>Work on a broad and balanced curriculum</p> <p>Performance data and FFT has given an understanding of targets, how these are monitored and how this then leads to targeted interventions.</p>

	Policies for review Update on SSDP Have all impacted on the welfare and progress of pupils in school.
17	<u>Close</u> The meeting closed at 19.40

Dates of Future Meetings.

Monday 2<sup>nd</sup> March at 18.00 (FGB Curriculum)

Monday 30<sup>th</sup> March at 13.30 (FGB)

Tuesday 19<sup>th</sup> May at 18.00 (FGB Finance and Resources – Budget approval)

Tuesday 9<sup>th</sup> June at 13.30 (FGB Curriculum)

Monday 6<sup>th</sup> July at 18.00 (FGB)