



Fen Ditton C. P. School

Minutes of the Meeting of the Standards Committee
Monday 26th June 2017 at 6.15pm
Version Final

Present;

Vicky Barden	Parent Governor
Mark Askew	Headteacher
Clare Rosscornes	Parent Governor
Jess Hemmingham	Staff Governor
Claire Hawkins	Clerk
Ray Pallister	Parent Governor (Chair)
Andy Richardson	Maths Lead (in attendance)

Supporting Documentation:

[1]	Maths Presentation Report
[2]	Talk4Writing Governor Visit Report
[3]	SPAG Governor Visit Report
[4]	PP Attendance Breakdown
[5]	Attendance Policy
[6]	Summer 1 Data Report
Appendix	National Curriculum Maths Progression Statements NAHT Key Performance Indicators for Maths Classroom Monitor Progress Statements for Maths Comparison Documents

1. Meeting Attendance

Apologies were received and accepted from James Pilgrim.

2. Declarations of Interest

There were no declarations for this meeting.

3. Minutes of the Standards Committee meeting held on 15th May 2017

The minutes were agreed as a true record of the meeting, and signed by RP.

4. Maths: Teaching, Resources and Outcomes Presentation

Mr Richardson gave a comprehensive overview of Maths at Fen Ditton [supporting document 1].

A governor asked if after two years of using the mastery approach, staff are receiving enough training and opportunities for CPD?

AR replied yes, training on Maths mastery has been included in several INSET days. Staff have been supportive in adopting the approach, and have found that it allows them to use professional judgement and creativity in teaching.

A governor asked if the White Rose scheme and Classroom Monitor tracking match up?

AR responded that while the objectives are the same, the schemes don't match up. Tracking is therefore an important action point for AR going forward, as completing two different systems will be onerous for teachers. If we join a MAT in the next year, it might be sensible to change to a tracking system shared by other schools in the MAT, thereby providing more support.

A governor asked if the Maths Policy was still in use?

AR replied that the curriculum policy is currently being updated, and as we are happy with the White Rose scheme, this will be detailed in the new policy. It is anticipated that the final policy will be very detailed, and will help all staff achieve the school approach to Maths teaching and learning.

A governor asked if retention of skills and understandings was tracked from year to year to ensure deeper understanding was maintained and regression wasn't occurring as a result of the long breaks between topics?

AR answered that he wasn't aware of an easy way to use classroom monitor to monitor this, but he would investigate it further. *[See Appendix for further research completed after the meeting.]*

Governors thanked AR for his time, and his very informative presentation.

AR left the meeting 7.10pm

5. Matters Arising

4.3 and 4.4 actions completed.

4.6 Clerk will use cambnet email accounts from the next Full Governors meeting. JP has circulated information on how to push emails to a phone.

4.2 JP has carried out a Talk4Writing governor visit [supporting document 2]. The action from the report is to review the English Curriculum Policy when it is available.

ACTION Review English Curriculum Policy

10.2 JP has not sent details of LA Kite Trust to MA, but MA has recently completed training on gender/sexuality at a vulnerable children conference run by the LA Kite Trust.

4.3 action completed.

6 and 7 items on this agenda.

4.2 JP has carried out a SPAG visit report [supporting document 3]. An action from the visit was to update the Spelling Policy, or see it incorporated into the English Curriculum Policy.

ACTION Review Spelling

Policy

5 Lunchtime Staffing – As part of a NPQH project, Claire the Head of Fenstanton School has visited to look at how staff are deployed across our school. MA anticipates being able to update governors on this project in Autumn 2 or Spring Term.

ACTION

MA

We will continue to have one Premier Sports coach at lunchtime in the Autumn term, and TA's will continue to cover the lack of midday supervisors. MA is considering recruiting another midday supervisor, or possibly an apprentice. However, MA reported that he cannot increase staffing capacity at present due to funding constraints.

Standards Committee agreed to leave this issue to the Resources Committee for further discussion.

ACTION

CLERK

10.1 action completed.

6. Attendance

MA shared a document detailing Pupil Premium (PP) attendance over the last year [supporting document 4].

As well as more illness, medical appointments and lateness, PP children also have much more unauthorised absence.

A governor felt strongly that the pressure to attend should not be focussed at the children (through weekly class awards, attendance certificates and discussion in assemblies), but be targeted at parents instead.

MA explained that due to some families refusing to engage, the school can only emphasise to children the importance of attendance. Jane Flack works as a part time family liaison officer, and Charlotte James runs regular coffee mornings to aid parental engagement.

CR agreed to research more strategies for targeting parents to improve attendance, and report back.

ACTION CR

Governors discussed whether the vocabulary used in the morning absence phone call could be changed to encourage parents to see good attendance more positively.

MA presented the updated Attendance Policy [supporting document 5], containing a couple of updates and new letters. Governors noted a spelling error in the table on page 2, and suggested that a phrase requiring medical evidence in appendix 3 should be altered, as it is too similar to the previous letter.

Governors were happy to ratify this policy subject to these minor changes. MA will email the final policy to the clerk for filing.

ACTION MA

7. Performance Data Summer 1 [supporting document 6]

MA discussed the highlights of this data report.

The Reception cohort's data has now been submitted to the LA. MA is pleased with the outcomes here, although they are not quite at target. Miss Rogan will continue to work with some of this cohort through the Autumn term for one lesson a week, to help some children who didn't quite reach their targets.

CR left the meeting 8.15pm

A governor asked if it would be useful to assess and track SEND in this cohort separately on their own scale, as they are misrepresented on year group data?

MA replied that CJ does have this data separately.

In Y1, Sally Prosser has focussed on closing knowledge gaps.

Targeted teaching in Y2 has led to very positive data at this point.

A governor asked if this best practice is being shared across other year groups?

MA replied that targeted teaching is used across the school, but especially in Y2 and 6, as these cohorts have only 5 terms to achieve the progress needed before testing. However, support is spread across the school to make sure that it is used where the funding entitlement is.

A governor questioned why more than half the Y3 non-PP/EAL/SEN cohort are not succeeding?

MA replied that Sally Prosser is working with Y3 at the moment, and MA has met with the class teacher to look at the needs of individual pupils. There are now plans in place for this cohort.

A governor asked if the class split had contributed to this data result?

MA replied no, the six Y3 children in the Y2/3 class are working considerably below expected levels, and other Y3 children have benefitted from being with Y4.

In Y4, the PP maths outcome is lower than hoped for, while for Y5, progress has been excellent, despite not great attainment.

A governor asked why no Y5 children are exceeding expectations, even those with no barriers to learning, in the current Y5/6 class?

MA replied that the data is correct, expectations are so much higher now, it is very hard to be above expected.

Y6 have had their writing externally moderated. The advisors validated Alice and Andy's judgement and accurate assessment, and praised the professionalism of their approach. SAT's results have not been returned yet.

MA noted that there will still be movement in attainment in the final four weeks of the year.

8. School Development Plan

MA reported that he will evaluate the SDP at the end of the year. The SLT have met and reviewed the SDP in order to inform the creation of next year's targets.

A governor asked if there were any concerns on the SDP at this point?

MA replies no concerns, but he would like more progress on the roles of middle management in the next year.

Governors agreed that MA should circulate the final evaluated SDP over the Summer break, therefore allowing governors to assess it, but focus on the new SDP in September.

ACTION MA circulate evaluated SDP

9. Attendance Policy

Covered in Item 6.

10. AOB

RP would like to look at creating a governor visits schedule at the next meeting. **Carry forward**

There being no other business the meeting closed at 8.30pm

The next meeting of the Standards Committee is in October 2017.