

**Minutes of the meeting of St. Giles Governing Body Achievements & Standards Committee
held on Wednesday 22nd January 2020 at 6.00 p.m.**

Part A Minutes

PRESENT: - Ken Morcombe – Committee Chair, Katherine Lewis - Head Teacher, Paul Thirkettle, Caroline Horgan, Karen Skeets, Sharon Newton, Beverley Hayllar

ALSO PRESENT: - Colin Milsom – Clerk

1. Apologies and welcome

The chair welcomed the governors to the meeting.

2. Pupil Independence

A review of the curriculum had commenced with staff working in teams reviewing the curriculum maps and the content of the curriculum. This allowed for the sharing of information and discussion as to the appropriateness of the provision. In line with the revised OfSTED approach, the starting point was the Intent and defining what they were trying to achieve, with a specific emphasis on personal development which would provide students with a degree of independence and ensure their personal care. This would also have to include a range of different transitions which included both internal school changes and more complex ones.

Key statements about the curriculum covered the skills that would be required for each level to be achieved.

In the current year there would still be a need to reflect the lower p levels as the DfE Engagement Profile (EP) was still not ready. The school was represented on a cross borough PMLD EP working party which was looking at P1 to P4 and appropriate assessment profiles. The PMLD assessment would need to be linked to the EHCP outcomes.

The next part this term would be to look at SLD and specific unit awards and 4 areas were indicated which included dressing, shopping, food and travel, although the latter would relate to simple movement between areas rather than external travel.

For MLD the school was already using elements of a Northern Ireland curriculum which had been considered most appropriate and had a range of resources which linked to those already available in the school.

The school would continue to work on pupils thinking skills and governors had seen examples of this last term with the cake making exercise that pupils had undertaken.

It was suggested that this was an area that the committee could monitor to see how it was progressing.

3. Committee Membership

Paul Thirkettle had been re-elected as a parent governor. There were no changes to the committee membership.

4. Pecuniary Interests

There were no declarations of pecuniary interest in relation to any of the agenda items.

5. Minutes 6th November 2019

The minutes of the Achievements & Standards Committee meeting held on the 6th November 2019 were agreed as a correct record of the meeting and were signed by the Committee Chair.

6. Matters Arising and referred items

The following items had been raised as action points at the last meeting:

Action 1 – Distribution of DfE Bulletins by the clerk – The latest bulletin had been circulated and this was an ongoing action

Action 2 – Parent Survey response to use of Saturday Club relocated to Rutherfords – Head Teacher. A survey of parents was to be carried out this term, based on the current OfSTED parental survey format, but this had been amended to include a question about the use of the alternative out of school provision. In addition there had been some feedback from Rutherfords which indicated that of a possible 6 families, 1 was applying for a place.

The head teacher had also indicated that the school had looked at other events that took place at the school which included the Fun Day and pupil performances. As the Saturday Club was no longer using the premises it had been decided to trial the Fun Day during the week and the proposed date was Thursday the 7th May. The event would have a different emphasis, celebrating VE day which would fit in well with pupil learning. It was recognised that the fundraising element would be reduced. For the school production there will be no evening performance.

Action 3 – Assessment Summary document – This had been completed and was linked to action 6 which had been completed. A separate report had been prepared as a result of the discussion of the progress of pupils who were either verbal or non-verbal and this was circulated at the meeting. All of the PMLD pupils were non-verbal and across other areas the split was fairly even at present although the number of non-verbal pupils was increasing. The report gave an analysis of the pupils across the key subjects of reading, writing, numeracy and science but did not include either Reception or year 1 pupils in the analysis. For reading the non-verbal were at least as good as the verbal, or better.

Progress in maths had been identified as an area where there needed to be greater analysis to see why some pupils were not performing as well and part of this could be the assessment tool that was used. The equipment pupils accessed was being reviewed as some pupils had physical restrictions.

Historically non-verbal pupils had been in the minority but this was no longer the case. Being non-verbal was not seen as a barrier to progress based on current measures however pupils had other barriers to learning and many different factors affected pupils progress.

The next area to be analysed would be pupils suffering from visual and/or hearing impairment.

Action 4 – Safeguarding Policy Review – This had been carried out to see if the school policy matched the latest LA model policy and there were a couple of changes being proposed. It was agreed that this be circulated to board members for agreement.

Action 1- Head Teacher

Action 5 – Parental Election – Clerk/Head Teacher - Completed

Action 6 – Data summary for circulation to the board – Deputy Head Teacher – Completed.

There were no other matters arising from the minutes which were not covered by agenda items.

7. Feedback on Governor Monitoring

The report from Ken Morcombe was circulated and would be attached to the full board meeting papers. There were no other reports presented at the meeting. Michael Swadling was due to visit on the 23rd January

8. School Development Plan

The document had been RAG rated with progress and areas where there had been a degree of slippage or were planned for later in the year were highlighted. There had been a delay in the completion of the writing assessment being carried out in conjunction with the LA as there had been a wish to link these to reading elements, but the Stepping Stones had now been completed.

Maths was still amber but was due to commence in the summer.

Some of the planned work had been based on staff accessing training but courses had been oversubscribed. Other links had been established and were being followed up.

9. School Progress Review

A document was circulated and this had been updated with the latest pupil data. It had been discussed with the Link Adviser Judith Lunnon, and the schools overall effectiveness had been assessed as good with some outstanding features. The school would be looking at changing some of the pupil accreditation which would be more suitable for the current and future cohorts.

10. Health & Safety

The committee report had been circulated for the last full board meeting. There were no questions arising from the report. Health & Safety staff from Croydon would be visiting the school to review the moving and handling arrangements as some staff had back issues, and they would also be looking at the car park arrangements.

11. Safeguarding

The current position was noted.

12. Curriculum Development 2019/2020 EYFS & Reception Curriculum

This was currently under review to see how pupils needs could be met in the autumn given the estimated low number of pupils leaving the school at the end of the summer term, the current number of pupils in the school, and the need to accommodate 6 or 7 additional pupils.

13. Planned Governor Visits

It was agreed that Paul Thirkettle would look at pupil independence through food related skills

Beverley Hayllar would cover life skills in the curriculum with some visits prior to the autumn and more intensive assessment thereafter.

Karen Skeets would look at reading and it was noted that the staff would all be looking at phonics at the inset day on the 14th February. Ken Morcombe hoped to be able to attend this session.

Ken Morcombe would pick up mathematics and a date had been set to continue to look at the development of evidence for learning.

14. Topics for Future meetings

The current plan was that at the next meeting the topic would be Reading and tis linked to the staff training and committee monitoring.

15. Policy Review

The only policy to be considered was the Safeguarding Policy which had been discussed earlier and would be circulated to board members with the proposed updates highlighted for their approval.

16. Any Other Business

There was no other part A business.

17. Date of future meetings

All board meetings would take place at 6.00 p.m. unless otherwise stated.
The agreed dates were as follows:

Spring

Strategy - Tuesday 28th January (Special meeting)

Resources Tuesday 24th March

FGB Tuesday 31st March

Summer

Strategy - Tuesday 28th April

A & S Wednesday 6th May

Resources Wednesday 8th July

FGB Wednesday 15th July

The OfSTED training meeting would now be taking place early on the summer term.

18. Publication of Minutes

As there were no matters of a confidential nature contained in the Part A Minutes it was agreed that the Part A Minutes could be published after they had been agreed by the Chair

The meeting closed at 7.55 p.m.

Date

Chair