**Minutes of the Teams meeting of St. Giles Governing Body Achievements & Standards Committee held on Wednesday 11th May 2022 at 6.00 p.m.**

**PRESENT: -** Ken Morcombe – Committee Chair, Katherine Lewis - Head Teacher, Caroline Horgan, Michael Swadling, Karen Skeets, Paul Thirkettle, Reshma Khan

**ALSO PRESENT: -** Ewe Wilhelm,Colin Milsom – Clerk

**APOLOGIES:** Beverley Hayllar Kathleen Shields, Peter Denman

Presentation - Science Curriculum

The chair welcomed Ewe Wilhelm to the meeting who would be making the presentation.

The presentation was based on a PowerPoint used to explain the curriculum to the staff and a copy of the PowerPoint would be made available to board members.

It covered both the basic curriculum requirements from the pre formal curriculum through semi-formal to the formal curriculum and the steps required as well as how to assess and record pupil responses.

The aim, in order to make it relevant to the school pupils was, wherever possible, to use everyday activities and repetition in order to reinforce the learning and cross curricular links were also identified. It started with EYFS from 11 months covering pebbles, stepping stones and bridging.

The formal curriculum was most appropriate for the MLD pupils and there were subject specific lessons each week.

The milestone requirements identified what the expectations were from M1 to M3 but it was stressed that it needed to be relevant to the pupils experience building on previous knowledge in order to gain and maintain pupil’s interest.

When the presentation was completed the committee agreed that it would form a good foundation for their monitoring of the subject in class.

The head teacher stated that they had carried out subject monitoring the day before for 2 classes at different levels and saw the delivery of the subject based on the policy. There would be further opportunities for the subject leaders to observe in the future and more would be carried out this term. Ewe Wilhelm said that she had found this very useful.

**Q. Will there be any activities that the pupils will be able to do at home with their parents?**

**A.** Yes there will be and it will be good to see how they use the skills that they have learned, in a home setting. Parental feedback will be very useful.

There were no other questions and Ewe was thanked for her presentation.

**1. Apologies and welcome**

The chair welcomed the governors to the meeting. Apologies were received and accepted from all absent governors. The meeting was quorate.

**2.** **Pecuniary Interests**

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

**3. Minutes 19th January 2022**

The minutes of the Achievements & Standards Committee meeting held on the 19th January 2022were agreed as a correct record of the meeting and were signed by the Committee Chair.

**4. Matters Arising and referred items**

**T**he following matter was outstanding:

Information for remote learning sessions. Date & Link – This would be discussed with a staff member and if agreed a link would be issued.

There were no other identified actions.

**5. Safeguarding**

This had been covered in the report from the head teacher.

**Q. What is the designation of Children in Need and what is the impact on the work of the school?**

**A.** A child in need is where the family are assisted by social workers although the level of support can vary considerably. Where there is a social worker involved then there are fixed review meetings and the school does not have any control over when these are held so they may occur at the same time as the EHCP review meeting but not necessarily as they have a different meeting cycle.

**Q. Would it be better for families if the 2 are combined?**

**A.** No as there is far too much to be covered and if they were combined some things might be missed or forgotten and the meetings would be very long.

**Q. Why do some children have linked social workers?**

**A.** This is not related to child protection concerns but because the children have very severe needs or the families need support at home. In some instances this could be every day where for other is might be weekly. Some families do not want it at all although circumstances do change over time. There are between 70 and 80 meetings. In addition not all children in need had an assigned social worker with some families being supported by the school through the family support worker.

**6. Curriculum Development & School Development Plan 2021/22 and 2023 outline**

It was agreed that the committee would only have feedback on the amber area in the plan.

*Establish an area where staff may talk to parents and/or carers confidentially* – The staff still did a meet and greet but in the main foyer as there were geographical issues with the layout of the school. It might be possible to install a path via the fire entrance but the present arrangement was working well as the nursery had a slightly later start time

*Involve Governors in understanding intention, implementation and impact of Early Years curriculum pathway and how this relates to provision –* This would be covered at governors meetings and through visits.

*Governors to monitor progress and wellbeing of nursery learners through Governor visits, case studies and progress reporting. –* visits would be organised and the school had provided case studies for LA which would be suitable for the board members.

*Parental workshop to explain scheme and parental role to parents of pupils working on synthetic phonics. –*This had been deferred because of covid.

*Termly report on progress of learners by TLR post holder to Governors-* These were planned.

*Invitation to be sent for Makaton taster session to parents and promote on school website. Collate feedback and interest for taster session. Post session - Identify what parents feel would be beneficial to them in order to begin planning for further training and ascertain potential uptake –* Initial meetings had taken place and the taster sessions were being planned for later this term

*Alongside the Engagement Model, develop the use of Routes for Learning* [*Routes for Learning - Hwb (gov.wales)*](https://hwb.gov.wales/curriculum-for-wales-2008/routes-for-learning) *as assessment criteria that relates to pupils’ early developmental skills, such as their functional abilities in the use of vision, hearing, touch, early communication, behaviour and motor skills –* There had been an issue with the timescales and this was now planned to take place after the half term. The chair said that he would try to attend the meeting.

*DHT and IT Technician to discuss best value purchase of more iPads / tablets if required and purchase in new financial year. –* Funding was now included in the budget which would allow 1 for each class and staff would be looking at how these could be used for pupils.

Any areas not completed by the end of the year would be carried over into the new plan and identified. It was agreed that the plan for 2022/23 would be formally agreed at the board meeting.

**Q. Is the nursery now finished?**

**A.** We are now happy with the classrooms and the nursery is working well. Year on year the requirements will be different with the changing cohorts.

**Q. What about the external space?**

**A.** There will still be some work needed to develop the outside area and the delay in getting the equipment means that it will not be ready until the autumn.

**Other curriculum areas**

The chair had attended a session on maths and it was agreed that it would be good for all board members to receive this presentation.

One unqualified teacher had just achieved qualified teacher status and had been offered accelerated training and the second UQT was having their period extended as they started late.

Unconscious bias training – This had not yet been carried out as the school was having difficulty finding a suitable trainer although they had asked both Strictly and Octavo.

Some lesson observations had been carried out but there were still more to do.

Catch up funding – The report had been noted but the summer schools would not be taking place as the LA had scheduled central heating works for 8 weeks not 6 and so the contractors would have to compress their timescale

There would be a meeting of the Health and Safety Committee prior to the full board meeting.

**7. Nursery Update**

At the present time there were 11 children in the nursery as one had deferred and would be joining in the autumn in Reception. The school had employed an additional TA to support the class.

In September 2023 there would be a large group of pupils in reception. One pupil was moving abroad and another had gone to Red Gates as their need had been assessed and that school would be more appropriate.

Staff members were thanked for their fundraising activities which were paying for a taxi so that a child could attend the school. It was noted that the just giving page was currently not working.

It was noted that the School Improvement Partner had not made a formal visit to the school and this was being chased up.

**8. Topics for future meetings**

At the second meeting this term it was agreed to cover the Early Years Curriculum and at the first autumn meeting Maths**.**

**9. Policy Review**

Infection Risk Assessment Form – This was formally agreed and would be listed on the full board agenda.

**10. Any Other Business**

The chair asked that if any board members carried out monitoring visits their visits notes be sent to the chair of the board and the head teacher. Areas being covered in future were Forma maths, semi-formal science and PMLD across the school.

Other areas were phonics, and to see how the use of the top up funding was going

It was noted that school now had a music therapist.

It was agreed that Reshma Khan would look at the nursery outdoor area.

Paul Thirkettle had attended a Whiz kids session so he agreed to write up a report on how it went.

**Q. Could the school use different aps in order to communicate with parents?**

**A**. The Evidence for Learning system does have this facility and this is an area that is part of the developments for this term. This will allow communication with parents but it is likely that it will not go live until the autumn.

**Q. What about Tapestry or Dojo which are quire immediate?**

**A.** Not all parents are IT literate and so the aim is to have a limited number of methods of communication for them to access successfully.

It was noted that the parents also had the pupil/family communication books which worked very well for a lot of parents as well as the pupils.

Additional Committee Meeting – It was agreed that the committee would meet again on Tuesday the 19th July at 6.00 p.m. to receive a report on the school pupil’s progress data which would have been completed by then.

**11.** **Dates of future meetings**

**Summer 2022**

Second A & S meeting 19th July

FGB 20th July

**12. Publication of Minutes**

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

The meeting closed at 7.50 p.m.

Date …………………….. Chair ………………………….