



REPORTING BACK THE COMMITTEES DECISIONS AND RECOMMENDATIONS

GRINDLEFORD PRIMARY SCHOOL GOVERNING BODY

Committee: Achievement, Standards, Learning and Teaching Date: 04/04/17 at 15.30

Chaired By: Julia Fletcher

Clerked By: Julia Fletcher

Present:	Apologies for Absence:
Vicky Village	Becky Harby
Barbara Kwiecinski	Peter O'Brien
Leonie Hill	
Cynthia Nettel	
Julia Fletcher	

Agenda Items:	
1. Declaration of interest	
2. Minutes of the previous Meeting (s)	31/01/17 – ASL&T
3. Matters arising	
4. Policy approval	<ul style="list-style-type: none"> - Assessment, Reporting, Recording, Records of Achievement - Display - Home School Agreement - Homework - Presentation
5. Tracking	<ul style="list-style-type: none"> - Work Scrutiny Focus / strategy - Cluster monitoring meeting outcomes and moderation update - SIP Progress update - Cross class observation timetable progress
6. SEND	
7. Governor Visits	
8. AOB	

Summary of Main Points Discussed - Listed with minute numbers.

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Agenda Number	Minute Number	Discussion:
1.	21	No interests were declared in the agenda
2.	22	The minutes of the previous ASLT meeting were agreed as a true record and approved. Action: JF to print and ask for signatures.
3.	23	<p>Matters arising from previous minutes:</p> <p>(131) (5) (13) Completed by Beccy Ibotson – governor data to be uploaded on the school website</p> <p>(5) (13) LH has spoken to RPetts regarding list of useful websites for maths/literacy to support children’s work outside school, but no further yet. Action ongoing BI</p> <p>(147) (5) (13) Completed - R Petts invited to speak to Governors about recent visit</p> <p>(14) Physical Activity policy approved (subject to entering swimming for class 3 in Summer 5/6) Action LH</p> <p>(16) Pupil premium statement – complete and place on website. Action ongoing LH</p>
4.	24	<p>Policies Approved:</p> <p>- Assessment, Reporting, Recording, Records of Achievement – updated to reflect current curriculum terminology e.g. APP grids removed and National Curriculum objectives inserted – Approved following a discussion regarding NFER results and clarification of the purpose of these (i.e. measure progression and determine areas for improvement) and the use of EYFS baseline assessment.</p>
	25	<p>- Display – Changed to be less prescriptive and reflect general practise within school. Approved following a brief discussion about the reasons for this and the financial impacts concerning the frequency of display changes.</p>
	26	<p>- Home School Agreement – this had not changed and was approved. Governors requested that it be completed more frequently than at reception as pupils will have an increased awareness of the content. Governors agreed it should be circulated to reception, Y3 and Y5 pupils when they transition classes, effective September ‘17– Action BI</p>
	27	<p>- Homework – this has been tweaked. Homework is not required by</p>

	28	<p>law but recognised as good practise. Policy details levels appropriate to age with increasing independence as children progress through school. BW queried whether by class 3 they are linked to expectations for secondary school – LH confirmed that they tie in with Hope Valley’s self directed project focussed approach but not LMS - Approved</p> <p>- Presentation – this had not changed and iterates the importance of high expectations in all aspects of school life, only changed to reflect the introduction of cursive writing which LH reported has had a big impact on improved presentation - Approved</p>
5.	29	<p>Work Scrutiny:</p> <p>JF apologised for cancelling the previous scheduled session – this was due to unavailability of governors and business within school on that day (Comic relief). This led to a discussion between JF and LH to a changed approach to the work scrutiny to make it more flexible and improve assessment of progression. It was agreed that going forward:</p> <ul style="list-style-type: none"> - Governors continue to use the work scrutiny record sheet – highlight focus area to be scrutinised Not all ASLT Governors need to attend on one fixed day / time - Governors choose area to scrutinise that is of personal interest or can best utilise their skillset and follow this throughout the year - Smaller groups would be a smarter use of time – can work individually or in pairs to bounce ideas - Governors take responsibility to plan their time – could meet with teachers and pupils - Focus areas to be taken from the SIP. Following review of the SIP the following focus areas were suggested: <ul style="list-style-type: none"> Implementation of the new marking policy Development of spelling and gaps Introducing editing as a taught skills (from September ’17) Introduction of cursive script – class 1, class 3 handwriting trophy Impact of Interventions

	<p>30</p>	<p>Increased opportunities for whole school writing</p> <p>Numeracy progression (follow on from previous scrutiny)</p> <p>LH suggested a safeguarding assessment from pupils perspective would be useful however it was agreed that this might be something more suited to Leadership and Management sub committee – Action LH</p> <p>SIP Progress Update:</p> <p>LH outlined the SIP and that the key priorities are learning and assessment and pupil outcomes.</p> <p>1.LH detailed areas within school being focussed on to improve outcomes and hit percentages at the end of the year:</p> <ul style="list-style-type: none"> Intervention activity Increased opportunities for whole school writing Developing spelling and GAPS (replaced SPAG) Introduction of editing as a taught skill Introduction of cursive writing That writing judgements can come from writing across different subjects <p>2.Foundation stage:</p> <ul style="list-style-type: none"> -RS has had two cluster meetings (baseline moderation and a follow up meeting). -Links with pre-school have solidified – a visit to preschool will be followed up by a pre school visit to school -An ECER Analyst has agreed to provide a scan for school (Early Childhood Environment rating scan). They have visited school on 2 occasions and will produce an action plan. -Cursive writing has been introduced [REDACTED] [REDACTED] - Phonics are taught daily with focus groups for those needing additional support. <p>3. Quality of teaching:</p> <ul style="list-style-type: none"> -The timetable has been interrupted due to ill health but it should be completed by 5/5/17. Following this teaching staff to write up a 'learning walk' as a reflective piece – this will be anonymised and
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	<p>31</p> <p>32</p>	<p>available for next ASLT meeting.</p> <ul style="list-style-type: none"> - Inset day after Easter to be used for dyslexia training and linking moderating against interim secure fit. -Staff have attended cluster moderation for writing and maths – more sessions are to follow after SATs. -Lesson Observations these are to commence 5/4/17 and will continue throughout May. Feedback for June ASLT. -All staff are using the new marking policy and rolling out positive ways for marking. -Governor subject leaders need to meet with school subject leaders by year end – Action JF/BH. <p>4. Self evaluation procedures:</p> <ul style="list-style-type: none"> -Teaching staff are to contribute to the blog 2 times per week - questionnaires are to be issued through the council during summer term. - improving school profile – governors are working with local press and distributing fliers to achieve this. - Audit – BI has documents in place ready for audit - Safeguarding – LH has allocated dedicated leadership time to undertake this – ongoing action has included development of a procedural file for annual review – responsibility for this will be within Leadership and Management. An audit of procedures has been carried out, safeguarding regulations are in place, a training schedule is being pulled together <p>Cluster Monitoring update was covered within the SIP overview</p> <p>Cross class observation update was included within the SIP overview</p>
<p>6.</p>	<p>33</p>	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>

		<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>
7.	34	<p>Governor visits:</p> <p>Work scrutiny needs to be rescheduled – Action JF to email governors details of agreed action and request governors nominate areas for scrutiny and dates of visits.</p> <p>JF and BH to schedule subject meetings</p> <p>PO'B conducted a playground visit – Action LH to distribute his report</p> <p>BK detailed work undertaken with School Council regarding an Auction of Promises led by the council to fund raise for a local charity</p>
8.	35	<p>AOB:</p> <p>Following PO'B visit a question was raised regarding whether staff have sufficient down time as only have 30 minutes for lunch. Action: LH Update 2/5/17 LH discussed with staff to see if there was an issue with this. Staff confirmed that this wasn't a problem but were pleased that it had been noticed.</p>

(next minute: 36)

Agreed Date of Next Meeting 27/06/2017

Decisions/Recommendations or Actions to be considered by the Governing Body

Policy Decisions

Policy Title	Approved No Changes (Y/N)	Approved with Changes (Y/N) ¹	Full Governing Body Discussion Needed (Y/N) ²
Assessment, Reporting, Recording, Records of Achievement	Y		
Display	Y		

Home School Agreement	Y		
Homework	Y		
Presentation	Y		

¹Changes must be summarised below.

² Policy must be attached

Recommendations or Actions

List of useful websites – BI

Physical Activity Policy updated – LH

Pupil Premium info on website – LH

Distribution of Home School Agreement – BI

L&M safeguarding assessment – LH

Governor subject leaders to meet with Teaching Subject Leaders – JF/BH

Email ASLT governors re work scrutiny – JF

PO'B Playground visit report distributed – Action LH

Staff down time

These minutes are agreed by those present as being a true record.

Signed :.....(Chair of Committee) Date:

Signed :.....(Chair of Governors) Date: