

Bolham Community Primary School Governing Body

TEACHING & LEARNING COMMITTEE MINUTES – 4th March 2021

Teaching & Learning Committee Minutes – Part 1				
Date/Time		Location		
4 th March 2021 at 16:30		Video Conference		
Attendees	Initials		Attendees	Initials
Abi Dent	AD/Chair		Juliet Hillier	JH
Nicola Holmes	NH		Stephen Moakes	SM
Denise Woodgate	DW			

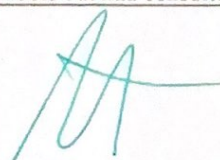
Apologies	Initials		Absent without Apologies	Initials

In Attendance	Initials	Reason
Bruce Benton	BB	Clerk

Minutes to
All Governors

Ref	Minute, Action or Decision	Owner	Date Due
1	Apologies There were no apologies as all members of the committee were in attendance.		
2	Declaration of Business Interests There were no additional declarations of interests.		
3	Minutes of the previous meeting on 5th November 2020 The minutes were agreed by all as a true and accurate record. Signing of the minutes will take place at the earliest opportunity by the Chair.		
4	Matters Arising:		
a	Opportunities for More Able Pupils – Review report DW asked that this item is deferred to the Autumn Term.		
b	Pathway to Tiverton discussion with C Harrower – Update DW reported that she had spoken with Claudette Harrower who advised that there had been no further updates on the provision of a walking & cycling path. The foliage has been cut back and the potholes have been filled in.	DW	ASAP
c	Medicines in School – check status of medicines SM reported that a virtual check had been done by DW performing a walk around the school and taking photographs. SM had produced a governor visit report that had been circulated to governors ahead of the meeting. Action complete.		
d	Pupil Targets – Benchmark against local schools DW advised that she is not party to the targets of other schools but had consulted Brad Murray who reported that		

Signed



Dated

17/6/21

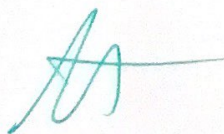
1

Bolham Community Primary School Governing Body

TEACHING & LEARNING COMMITTEE MINUTES – 4th March 2021

	using the national percentages from 2019 as a benchmark, the Bolham targets are close to those being set by other schools, depending to a degree on different cohorts. Action complete.		
e	Marking of online homework – Is there a shared approach? JH stated that the teaching staff had done a lot of training together with Microsoft Teams (MT) and are now proficient in using it for setting and marking work, providing online feedback to children and to communicate with parents. AD said that this matter from the last meeting was raised prior to the use of MT when different methods of online work was being used across the school and now that everyone is using MT, the approach is consistent across the whole of the school. JH added that some skills that had been learnt could be adopted when working in school. Action complete.		
f	Homework Policy – Apply updates and Approve AD asked for this item to be carried forward to the next meeting		
g	Send Policy to be updated and Approved by FGB Action complete.		
5	Allocate a Governor the Inclusion & SEN role NH was assigned the responsibility for Inclusion & SEN within the committee.		
6	End of Year 2020 Comparative Data The report had been circulated to governors ahead of the meeting. DW explained the format of the report which differed from the information usually provided to the Action Evaluation Group. The report is based on assessments using the newly introduced Early Adopter Checkpoints for EYFS pupils, book band attainments and Rising Stars tests for the KS1 & KS2 pupils. The report, broken down by year group and sub-groups for SEN, PP & EAL children, shows the percentages of pupils achieving ARE or attaining the required level in September (week 3) and December. <u>Maths</u> - EYFS Early Adopter Check points used + Rising Stars Maths test was used whole school data. <u>Reading</u> - EYFS Early Adopter Check points used + Reading assessment for Years 1 and 2 was based on book band attainment Rising Stars Comprehension test was used for data in years 3-6. <u>Writing</u> - EYFS Early Adopter Check points used + Pupils were assessed at the end of the term based on a number of pieces of writing. No formal on entry assessment was made for years 1-6 <u>Phonics</u> - Year 1 pupils were also screened using routine assessments. Pupils in Year 2 were assessed using the Year 1 Phonics screening test during the second half of the Autumn Term and the results were reported to the DFE.		

Signed



Dated

17/6/2

Bolham Community Primary School Governing Body

TEACHING & LEARNING COMMITTEE MINUTES – 4th March 2021

	<p>DW highlighted that the results indicated low levels of attainment in September as the children were 'rusty' after a long time away from school. The weaknesses were identified, and the curriculum and teaching were tailored over the next 6 weeks ahead of the December tests. DW explained that percentages shown in the report looked lower than they usually are, when based on judgements, staff knowledge etc but the report was test based data.</p> <p>NH asked if DW is concerned that the children will have gone backwards again having been out of school since October. DW advised that the children will be tested on returning to school. Lessons learnt from the first lockdown have been put into practice and the teaching has been closely aligned to the curriculum to ensure full coverage of subjects that would have been done in school so if the children have been keeping up with the work set, they should be able to sit the test paper again. JH is confident the phonics results will be maintained as online sessions have been regularly performed. DW added that Reading assessments have continued online for EYFS and Class 1 to maintain book band progress.</p> <p>NH asked if all pupils were engaging with the work being set. DW said she had communicated with everyone, especially in the first few weeks. The majority of pupils are engaging and DW had phoned families not engaging and offered support. DW added that there had been some fabulous work been done by parents, sending in photographs and videos of the work with models and paintings etc. If children are struggling with some aspects of learning, then alternative work is being provided to give them a boost. JH said she was impressed that the majority of the online homework is being completed and that the one-to-one online learning has suited some children.</p> <p>NH asked why the Year 5 percentages were low, especially in Maths. DW advised that the Year 5 cohort are a small cohort and had a number of identified and unidentified SEN needs. Lots of intervention work and referrals has been provided to help the cohort since they were EYFS. AD added that the cohort had suffered some disruption as they have progressed through the school due to the turnover of staff. AD asked how many of the cohort had been in school during lockdown. DW advised that 4 or 5 have been in school on a regular basis and that the cohort has had catch up learning sessions with Mr Dickinson in the Autumn Term and are having 4 hours of catch up learning each week this term with maths, guided reading and writing. AD asked if more intervention work would be in place when the children return to school. DW said that 2 hours of catch up work each week with Mr Dickinson is scheduled.</p> <p>DW advised that additional catch up learning is planned on return to school for those pupils identified in December.</p>	
--	--	--

Signed



Dated

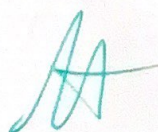
17/6/21

Bolham Community Primary School Governing Body

TEACHING & LEARNING COMMITTEE MINUTES – 4th March 2021

	<p>Catch up learning for Year 6 pupils will commence in the Summer Term.</p> <p>AD asked if the Year 6 children will be prepared for transition to Secondary education. DW advised that the Year 6 are a strong cohort academically and well-rounded socially as a group and have engaged well with the online working. The majority of the group will be moving to Tiverton High School and will receive the transition package.</p>		
7	<p>Remote Education – Update and Achievements</p> <p>The topic had been discussed in length during the previous item, however, DW reported that the poor broadband limited the creativity of the teachers. DW added that she had spoken to South-West Grid for Learning about the DfE scheme for improved broadband but it is not in place yet.</p>		
8	<p>Relationships and Sex Education (RSE) – Update</p> <p>DW reported that the parents have been consulted, the policy has been approved and the scheme is in place. Double lessons are scheduled to take place in the Summer term.</p> <p>AD asked if the 'Open Minds' sessions currently being used to support the oldest pupils develop resilience and manage their mental health can be incorporated as part of the RSE curriculum. DW said it could potentially be included. AD asked if the sessions were suitable for the current Year 5 cohort. DW thought it would probably not be suitable.</p>		
9	<p>Policies:</p> <p>Policies had been circulated in advance of the meeting.</p>		
a	<p>Marking for Learning Policy</p> <p>JH reported that all of the teaching staff had reviewed the existing policy and adapted it to what is now taking place in school in terms of what is marked and how it is marked. JH added that Ofsted are keen to see evidence that the policy matches up to what is actually being done in the children's books. JH recommended the policy was approved and all governors agreed. Signing off will take place at the earliest opportunity by the Chair.</p>		
b	<p>Exclusion Policy</p> <p>SM stated that he understands the policy correlates to the processes involved with both temporary and permanent exclusions and was pleased that it had rarely been used at Bolham. SM recommended the policy was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.</p>		
c	<p>Food & Nutrition Policy</p> <p>AD asked if there are plans for Year 6 pupils to have practical cookery lessons before they leave at the end of the Summer term as its part of the curriculum. DW said she would have to check at what stage of the year the lessons are scheduled to take place.</p>	DW	ASAP

Signed



Dated

17/6/21

Bolham Community Primary School Governing Body

TEACHING & LEARNING COMMITTEE MINUTES – 4th March 2021

	AD said that the reference to Devon Norse needed to be changed to Ventrus. AD questioned the use of 'consumer' in the policy as it referred to children. After a discussion it was agreed to leave the reference as consumer as the policy also includes the staff. Subject to the one change for Ventrus, AD recommended the policy was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
d	Governor Visits Policy SM stated that although visits into school have been curtailed due to Covid-19 this should be a temporary issue and the policy reflects how visits should take place. SM recommended the policy was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
e	Primary Maths Calculation Policy (TCLP) DW proposed that this policy was adopted but it would be reviewed in September as part of the School Development Plan. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
f	Schools Complaints Procedure AD had reviewed the policy and recommended it was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
g	Freedom of Information Act Policy AD had reviewed the policy and recommended it was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
h	Medicines in School Policy SM had reviewed the policy and recommended the policy was approved. All governors approved the policy. The policy will be taken to the FGB for final approval.		
10	DW advised the committee that she was planning that the residential visits would next take place in 2022 as DCC have advised that no educational trips take place. AD asked if there is scope to be flexible if the guidance changes. DW said that if the guidance did change then arrangements could be made for the second half of the Summer term. SM suggested some fun days on the school field and DW said that Mr Boxer is providing some music events and the Year 5 & 6 pupils would be performing their normal end of term show. Date of Next Meeting – Thursday 17th June 2021 at 4:30 P.M. The meeting closed at 17.20		

Signed

AA

Dated

17/6/21