

# Bolham Community Primary School Governing Body

## TEACHING & LEARNING COMMITTEE MINUTES – 3<sup>rd</sup> November 2021

Teaching & Learning Committee Minutes – Part 1				
Date/Time		Location		
3 <sup>rd</sup> November 2021 at 17:00		Video Conference		
Attendees	Initials		Attendees	Initials
Juliet Hillier	JH		Nicola Holmes	NH
Denise Woodgate	DW/Chair			

Apologies	Initials		Absent without Apologies	Initials
Abi Dent	AD	Illness		
Stephen Moakes	SM	Family Commitment		

In Attendance	Initials	Reason
Bruce Benton	BB	Clerk

Minutes to
All Governors

Ref	Minute, Action or Decision	Owner	Date Due
1	<b>Apologies</b> AD sent her apologies as she was unwell, and SM had family members that were unwell. DW Chaired the meeting.		
2	<b>Declaration of Business Interests</b> There were no additional declarations of interests.		
3	<b>Minutes (Parts 1 &amp; 2) of the previous meeting on 17<sup>th</sup> June</b> BB read out the Part 2 minutes, after which both sets of 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	<b>Elect Chair &amp; Vice-Chair</b> All present agreed that AD should continue as the Chair of the Committee with SM continuing as Vice-Chair. The decisions to be ratified at the FGB.		
5	<b>Matters Arising:</b>		
a	<b>Homework Policy – Apply updates and Approve</b> In the absence of AD, it was agreed to seek approval to this updated policy at the FGB.	AD	Dec 21
6	<b>Comparative Data - September 2020 to July 2021</b> The report had been circulated to governors ahead of the meeting. DW asked if there were any questions on the contents of the reports. NH stated that the report showed the general improvement during the year which is a credit to all teaching and support staff. It was a good set of data taking everything into consideration.		

Signed

Dated

6/7/22

1

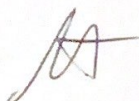


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	<p>DW added that data was pure test based and some tests were known to be harder than others. This showed how hard the children and staff had worked over the year.</p> <p>DW highlighted the anomaly with the KS1 Maths data. When tested on a KS1 paper the result was high at 64% but when tested using the Rising Stars assessment in July the result was 35%. JH could offer no explanation for this.</p> <p><b>NH asked if there is confidence that everything is being done to assist the SEN children.</b> DW explained that smaller steps are taken for the SEN pupils by looking at evidence in their books, their book banding and accelerated reader which shows their progress. If they are not achieving ARE they are still making progress from their starting point.</p> <p><b>NH asked if there is any evidence of progress for the SEN children.</b> DW advised that she will be looking at fine tuning with the SEN children and how the data is reviewed. DW will discuss how this can be measured with the new SENCO who starts next term. JH said that there is a lot of data for reading but going forward the school should retain the SEN children's books or photocopies of the key pages, year on year, for evidence on the progress in writing. JH added that evidence for the phonics is available as the children are tested every term.</p> <p>DW reported that having attended a conference recently, the message is that at an Ofsted inspection they do not want to see internal data but are interested if it supports the school's evidence for the learning journey and progress they have made as a school. DW added that the new SENCO has recently been through an up-to-date Ofsted inspection and knows what is required.</p>		
7	<p><b>Catch-up Premium – Data Analysis and Impact</b></p> <p>The report had been circulated to governors ahead of the meeting.</p> <p>DW advised that the report was for the children that had undergone one-to-one tutoring with Jen Ayling during lockdown and Mr Dickinson in school and online. The data includes results from SEN children and DW highlighted that where ARE was not achieved there had been significant progress based on test scores.</p> <p>One-to-one tutoring is continuing for 21 children (some new) with funding for 12 of them.</p> <p><b>NH asked is there were any pupils that have fully caught up after the tutoring so far.</b> DW explained that some children have not been included in further tutoring. At the end of July, the data from the test base and teacher assessments was used to identify, across the school, those children that would benefit most once the arrangements for this school year were announced. Some children are new to the scheme, and some are the same children who previously benefited but need an additional 15 hours top-up.</p>		

Signed



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	<p>JH said that she was pleased the additional tutoring is taking place and often in groups rather than a child being singled out.</p> <p>NH asked if the parents are aware of the tutoring. DW advised that she had contacted every parent before putting their child forward for the tutoring, explaining why they had been identified and asking if they had any objections. No parents objected. DW added that she had explained to the parents that the government had put some money into the scheme and the school is also having to provide funding.</p>		
8	<p><b>Agree &amp; Set Pupil Targets</b></p> <p>The report had been circulated to governors ahead of the meeting. DW pointed out that the report covered 2021-22 (as not 2020-21 as shown).</p> <p>NH asked if the targets are set lower than historically given the challenges over the last 20 months. DW said the targets are not significantly lower.</p> <p><u>EYFS</u> – target 88% in line with previous data</p> <p><u>Phonics</u> – 81% pass mark (DW pleased to achieve this as historically in the 80-90% range).</p> <p><u>KS1 SATS</u> – Maths target 68% is lower than normal (traditionally around 73%). Reading &amp; writing 75%. JH explained that the lockdowns has had a big impact on the year 2 children, and this has been seen via recent observations of maths in class. DW added that is also a national picture. DW stated that this aligned with the comparative data, with the children returning to school stronger in reading than maths as possibly parents are more confident about teaching their children to read.</p> <p><u>Year 4 Multiplication test</u> – target 80% - this is new, and the test was run on a trial basis last year. DW explained that there is no defined pass mark or guide. Mr Botham had sourced information identifying the pass mark could be 22% and based on this and discussions with the teaching staff, the target is set at 80%.</p> <p><u>KS2 SATS</u> – target Maths 54%, Reading &amp; writing 68%. DW advised this a cohort with a number of SEN needs and learning challenges</p>		
9	<p><b>Pupil Premium –2021/22</b></p> <p>The new format report had been circulated to governors ahead of the meeting.</p> <p>DW advised that the information is based on observations from when the children returned from lockdown and due to the small numbers involved the results can be variable.</p>		
10	<p><b>P E. Pupil Premium &amp; Sports Grant</b></p> <p>The report had been circulated to governors ahead of the meeting.</p> <p>The report is produced was conjunction with the sports coaches at the end of the summer term.</p> <p>DW advised that the funding is based on the October census data.</p>		

Signed



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6/7/22

3



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## TEACHING & LEARNING COMMITTEE MINUTES – 3<sup>rd</sup> November 2021

	<p>DW advised that during lockdowns the fitness levels of the children had dropped significantly, so getting the children outside exercising was a key priority and involvement with the Golden Mile promoted this.</p> <p>Once guidance allowed exercise inside and not having to be beach ready, swimming lessons are being re-introduced. Gymnastics at the Tiverton High School (THS) has also been introduced.</p> <p>NH asked if THS encourage sports events with their feeder schools. DW advised that this is starting up again but not including KS1 children at this stage due to a restriction on numbers and transport arrangements. In December, a basketball squad of KS2 pupils will be participating in a competition.</p>		
11	<p><b>Parents' Evening &amp; Governor reporting arrangements</b></p> <p>DW reported that parents evening will be online this term. There are benefits from the online sessions in keeping to time and parents not hanging around in school waiting for their turn. DW added that it makes it difficult for governing reporting as not able to talk with parents to obtain the feedback.</p>		
12	<p><b>Pupil Attendance Data</b></p> <p>DW had issued data for the first half of the Autumn term ahead of the meeting and explained it was similar as reported at the FGB.</p> <p>NH asked if the percentages would drop with some children absent isolating due to Covid. DW said the recent case in school hadn't developed into big outbreak.</p> <p>NH asked if non-attendance data can indicate absences relating to Covid. DW advised that an Ofsted inspector had stated that there is no national attendance data, but DW agreed to investigate the possibility of providing the information. DW added that Ofsted focus on persistent absences.</p>		
13	<p><b>Review Term Dates 2022-2023</b></p> <p>The proposed term dates had only just been released so this will be discussed at FGB.</p>	DW	Dec 21
14	<p><b>Policies to be approved by the Committee</b></p> <p>Policies had been circulated in advance of the meeting. SM had advised the clerk via email that items b,c,d,e be approved.</p>		
a	<p><b>Equality &amp; Diversity Statement</b></p> <p>DW had updated the equality objectives for this year. DW recommended that the statement be approved. All governors approved the policy. Signing off will take place at the earliest opportunity by the Chair.</p>		
b	<p><b>Aims &amp; Values Policy</b></p> <p>SM 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.</p>		

Signed



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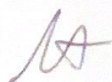


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c	<b>Collective Worship Policy</b> SM had reviewed the policy and recommended it was approved. All governors approved the unchanged policy. Signing off will take place at the earliest opportunity by the Chair.		
d	<b>Monitoring &amp; Evaluation Policy</b> SM 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.		
e	<b>Planning &amp; Assessment Policy</b> SM had reviewed the policy and recommended it was approved. All governors agreed and it was signed off.		
15	<b>Policies to be recommended for approval by the FGB</b> Policies (except a) had been circulated in advance of the meeting.		
a	<b>Acceptable Behaviour &amp; Discipline Policy</b> The updates identified at the FGB had not been applied so the policy will be presented at the FGB.	AD	Dec 21
b	<b>Attendance Policy</b> The date on the policy had been updated and governors recommended taking to FGB for approval.		
c	<b>Equality Policy</b> NH had reviewed the unchanged policy and recommended it is taken to FGB for approval.		
d	<b>SEN &amp; Inclusion Policy</b> NH had reviewed and proposed that appendix 4, added for Covid arrangements last year, be removed. Governors agreed and the updated policy be taken to FGB for approval.		
14	<b>Date of Next Meeting – Wednesday 2<sup>nd</sup> March 2022 @ 5pm</b> The meeting closed at 18:00		

Signed



Dated

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5