

MINUTES OF MEETING

School: Beeston Rylands Junior School
Meeting title: Meeting of the Strategic Development and Pupils Committee
Date and time: Tuesday 5 February 2019 at 5.00pm
Location: At Trent Vale Infant and Nursery School

Membership
'A' denotes absence

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|---|------------------------------------|
| | Mr C Aldridge |
| A | Mr J Harper |
| | Mr M Jackson |
| | Mr C Jones |
| | Mrs J Lopez |
| | Mrs L Shepherd |
| | Mr G Williams (chair) |
| | Mrs J Moss (executive headteacher) |

In attendance

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|---------------------------------|
| Ms S Osbourne (head of school) |
| Ms C Baird (minuting secretary) |

SD&P/01/19 Apologies for absence

Action

Apologies for absence were received and accepted from Mr Harper (illness).

The chair welcomed Mr Aldridge, new parent governor, to the committee.

SD&P/02/19 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

SD&P/03/19 Minutes of the last meeting

The minutes of the meeting held on 6 November 2018, having been previously circulated, were agreed as a true record and signed by the chair.

SD&P/04/19 Review of actions

School food policy

Still to be reviewed by Executive Headteacher.

Exec HT

Assessment/moderation framework for F2, Y1, Y3, Y4, Y5

The executive headteacher summarised the new assessment and moderation framework, stating that the framework is based on the one used at the end of Y2 and Y6, and that the framework is used across the family of schools. The framework will facilitate more accurate moderation at the end of the year. Governors agreed that the framework will support teachers assessment practices and commended the systematic approach to cross-school moderation as an example of good practice.

Governor visit day report – 19 December 2018: broad and balanced curriculum

The executive headteacher stated that she has uploaded this report to Governor Hub. The visit was carried out by Mr Aldridge, Mr Jones and Dr Williams, who stated that it had been positive, and that there was a clear on-going commitment to supporting a broad curriculum. The executive headteacher noted the changes

to guided reading to support topics and enhance the curriculum. After discussion, governors **agreed** that a future visit to look at STEM in the primary school context would be useful.

SD&P/05/19 2018/19 attainment and progress data for all main groups

The executive headteacher updated governors on progress data, which had been previously circulated.

Year 6 – noted that the pattern of data reflected a cohort with a different profile to the 2017/28 cohort. Progress is being made and will be analysed in detail when the final data are available.

Year 5 – this group has an attainment pattern than indicated an above national average level for expected standard in reading and writing, and at national in maths. The progress and attainment for disadvantaged pupils is an area for concern. Accelerated progress continues to be made, but writing skills are still an area of development.

Year 4 – an able cohort who had attainment above national average at the end of KS1 and have progressed well. The number of disadvantaged pupils is lower than in some of the other years.

Year 3 – above national average in reading, writing and maths attainment at KS1. Working on greater depth for disadvantaged pupils.

The executive headteacher stated that pupil progress meetings and interventions were ongoing.

Q: Has any impact on the data from the infants' school?

A: Yes. The issues raised in the infants' Ofsted inspection have had a positive impact as strategies have been implemented in both schools. Teaching has developed and the mastery approach at the infants' school has resulted in children having a better start at the junior school.

Governors **agreed** to arrange a joint meeting for the two governing bodies to look at understanding data and challenging the Senior Leadership Team, in light of the new Ofsted inspection framework. Executive headteacher to email possible dates to all governors, and governors to email executive headteacher with questions to be discussed at the meeting.

**Exec
HT/All
govs**

SD&P/06/19 Improve outcomes for disadvantaged pupils – pupil premium strategy action plan

The executive headteacher circulated a termly review of the impact of strategies and interventions and stating that disadvantaged pupils are still the lowest achieving group. Ms Osbourne outlined the monitoring processes, stating that there is a provision map for each year group and this is used to track what interventions are taking place. Comparisons can be made between disadvantaged and non-disadvantaged pupils and progress can be identified. A rigorous paperwork system is used to summarise and evaluate interventions and measure their impact using starting and end points.

Q: Are non-academic outcomes tracked?

A: Yes. Pre- and post-assessments or baselines can be used by the Memory Group, Premier Sports and yoga class.

The executive headteacher started that around 25% of the pupils are

disadvantaged and noted the importance of maximising the impact of interventions. Many of the interventions are bespoke. In Y6, teachers deliver interventions, if possible, this is a policy decision. TAs, typically, teach where the Y6 teachers are focusing on bespoke interventions. The TAs share best practice and observe each other as a self-reflection exercise to enhance their teaching skills.

SD&P/07/19 Improving the quality of teaching and learning in order to accelerate pupils' progress and attainment, particularly for disadvantaged pupils

The executive headteacher circulated a termly review of leadership and management and the following were highlighted and discussed:

Summary of lesson observations

These are going well. Focus is on differentiation, with support for lower ability children and challenge for higher ability. Areas for development include looking at pace and timing, breaking down teaching into small segments and modelling to ensure clarity.

Summary of work scrutinies

These have been carried out across the whole school in every subject area and will be revisited to ensure consistency and enhance practice.

Summary of environment scrutiny

This is reviewed regularly and reports have been very positive.

SD&P/08/19 Developing subject leadership and governors' understanding of data

The executive headteacher updated governors on 2018/19 actions, referring to the subject leadership summary which had been previously circulated and clarifies the roles of the executive headteacher and the head of school. The executive headteacher stated that subject leaders have updated their subject booklets and are working positively on policies and action plans.

Governors **agreed** that they will discuss feedback and monitoring at the forthcoming joint school data meeting.

SD&P/09/19 Safeguarding

Governor monitoring visit including confidential file audit, single central record and vulnerable pupils.

Executive headteacher to arrange a date with Mr Jackson for the above governor visit.

**Exec
HT/MJ**

Update on safeguarding action plan

The executive headteacher circulated the school safeguarding plan, highlighting the following:

- Prevent training is monitored on an ongoing basis.
- All staff have been made aware of the procedure for children missing in education, which is part of Keeping Children Safe in Education. Attendance policy to be updated to include this.
- Executive headteacher to clarify the first day calling procedure for absence and what actions are taken if texts to parents/carers are not responded to.

Exec HT

SD&P/10/19 Attendance

The executive headteacher circulated the autumn 2018 attendance monitoring summary report, noting that the data was positive and that absence for last

academic year was 3%. Disadvantaged pupils are slightly higher but are around the national figure. The executive headteacher now receives weekly updates on persistent absenteeism.

Q: Are there any patterns in attendance by year group?

A: None have been identified. The persistent absentees are often the same children through the school – governors noted individual circumstances and issues which affect attendance and actions taken by the school to address them.

SD&P/11/19 Behaviour

The executive headteacher circulated the autumn 2018 behaviour monitoring summary report, stating that behaviour across the school is consistent and there is a nurturing atmosphere. Information is fed back to staff for action and to provide support.

SD&P/12/19 Pupil voice

School council friendship award

The executive headteacher reported that the school council had proposed the introduction of a friendship award. This was voted on in whole school assembly, and 70% of children supported the proposal. The award is now in its third week and is going well, with the school council taking full ownership of the process.

Assessment of learning behaviour

The executive headteacher reported that children had been asked to rate their own learning behaviour as part of an assembly, and that the overwhelming majority of responses matched teacher observations. This suggests that children have a fairly accurate appraisal of their own learning behaviours. The responses were fed back to class teachers for analysis and the exercise will be carried out again at the end of term. Governors supported the Executive Headteacher's view that pupils' self-assessment of their learning behaviour will help them engage positively with their school work.

Visit to the pantomime

The Executive Headteacher reported that, following discussion at school assembly, the children had voted overwhelmingly to continue the annual whole-school visit to the pantomime.

SD&P/13/19 Pupil issues

There was nothing to report on this item.

SD&P/14/19 Parent questionnaires

The executive headteacher stated that parent questionnaires will be given out next week at parents' evening.

SD&P/15/19 Governor monitoring visits

Spring term governor visit day – Friday 8 March 2019

Governors **agreed** that the spring term visit day will focus on health and safety, premises, and office procedures.

Governors suggested a visit day to focus on science. The executive headteacher stated that this would be most effective in the autumn term and that she would discuss it further with Mr Harper.

**Exec
HT/JH**

Mr Jones informed governors of the governor conference – Mr Jones to email information to governors.

CJ

SD&P/16/19 Policies to be recommended for ratification

The executive headteacher informed governors that the home/school liaison policy has been updated for both schools – Executive Headteacher to upload to Governor Hub for ratification.

Exec HT

SD&P/17/19 Determination of confidentiality of business

Governors

agreed

that there was nothing on the agenda deemed confidential, and that all papers and reports be made available as necessary.

SD&P/18/19 Date of next committee meeting

Tuesday 14 May 2019 at 5.00pm.

The meeting closed at 6.25pm.

Signed(chair) Date

CB/KW