



**GOVERNING BODY AVONDALE PRIMARY SCHOOL DARWEN**

**AUTUMN TERM MEETING**

**MINUTES OF THE MEETING OF THE CURRICULUM COMMITTEE HELD  
AT THE SCHOOL ON THURSDAY 11 OCTOBER 2018**

**PRESENT:**

Mrs Karen Morgan (Chair)  
Mrs Vicky Brown (Headteacher)  
Mr Mike Smith  
Mr Steven Johnson  
Mrs Katie Holden

**IN ATTENDANCE:**

Mrs Stacey Duckett (Assistant Headteacher KS2)  
Mrs Judith Watson (Clerk)

		<i>Action</i>
1	<b><u>APOLOGIES FOR ABSENCE</u></b> Apologies were received from Mrs Emma Lowe and Mrs Sarah Bateman.	
2	<b><u>DECLARATION OF INTEREST</u></b> There were no declarations of interest.	
3	<b><u>AGREE TERMS OF REFERENCE</u></b> Having considered these, contained within the Governor Handbook, the Committee agreed they were accurate.	
4	<b><u>ELECTION OF CHAIR/VICE CHAIR</u></b> Mr M Smith nominated Mrs K Morgan to be Chair and this was seconded by Mr S Johnson. Mrs Lowe was nominated as Vice Chair by Mrs Morgan and this was seconded by Mr Smith.	
5	<b><u>MINUTES OF THE PRVIOUS MEETING HELD ON 09.05.18</u></b> It was agreed that the minutes of the meeting held on 9 May 2018, having been circulated, be received as a true and correct record and signed by the chair.	
6	<b><u>MATTERS ARISING</u></b> <b><i>Parental Engagement</i></b> – the Headteacher stated that the school was still very keen to maximise engagement and involvement of parents and that this would be a focus during the year but it would not be a specific school development priority, as it would be very difficult to measure. <b><i>Policies</i></b> – it was noted that policies had been amended in light of discussions at the last meeting.	
7	<b><u>DATA PRESENTATION</u></b> The Headteacher provided a summary presentation, based on the information that had been circulated prior to the meeting. It was noted that lengthy discussion regarding this data had also taken place at the meeting of the Standards & Effectiveness Committee meeting in September.	

		<b>Action</b>
	<p>In terms of deprivation, Governors were advised that at 85% the school was in the bottom half of all schools, higher than the SIG group schools and also higher than the LA average. Mr Smith asked whether year on year the percentage of children living in deprived areas was worsening and was informed that this was the case.</p> <p>Early Years – Governors acknowledged that at 69% children were achieving a good level of development. It was noted that this was above the LA average of 67% and just below the national average of 72%. The Headteacher advised that in terms of levels on entry, reception children made good progress.</p> <p>Phonics – Governors were provided with additional information in respect of Phonics screening with the Headteacher advising that the test is accurate in terms of measuring Phonics ability but that children’s ability to understand language is questionable. Mrs Morgan added that of the 7 children that did not achieve their Phonics score, six of them are still in school and she was working with this group.</p> <p>KS1 – the Headteacher stated that at 66% these outcomes were broadly in line with both the LA average (64%) and the national average (65%).</p> <p>KS2 – Governors were reminded that these outcomes were in line with school expectations with the exception of Reading at 58%. The Assistant Headteacher stated that six children who had been expected to achieve had not done so. She added that the school would be able to access the papers of these children very soon to identify the areas where children had struggled although she expected it to be in respect of use of idioms and use of language.</p> <p>Reading Conversion scores KS1 to KS2 were discussed and the difficulties acknowledged. The Headteacher reminded Governors that current Year 5 children were the first to be subjected to the new curriculum and until these children had completed KS2 SATs the school was not comparing like with like. In respect of writing conversion scores, the Head stated that these taken into account grammar and reading so were not a real reflection of reading ability.</p> <p>Mrs Holden asked how children’s individual targets were articulated to children and the Head stated that these were in report cards, as scaled scores alongside teacher assessments. Mrs Duckett added that children understand these quite well as they are used to practice papers.</p>	
<b>8</b>	<p><b><u>SUBJECT REPORTS</u></b></p> <p>Governors asked that the relevant subject reports be sent to the appropriate curriculum link, along with the dashboard data, as these will form the basis of their meeting with the relevant Subject Leader (to take place after half term).</p> <p>Mr Johnson wished to acknowledge the significant work undertaken by Miss Emma Harrison in securing the PSQM Award for School.</p> <p>In respect of English, it was noted that the Governor subject link would be discussed at the full Governing Body meeting in November. Mrs Morgan informed the Committee that Mrs Nuttall had been identified as the school’s new Reading Lead.</p> <p>Discussion took place regarding the value of Subject Leaders, on a rotating basis, providing the Committee with a presentation. It was agreed that this be considered further but that Mrs Nuttall be invited to the January meeting of the Committee.</p>	<p><b>JW</b></p> <p><b>VB</b></p> <p><b>VB</b></p>

		<i>Action</i>
9	<p><b>SCHOOL DEVELOPMENT PRIORITIES 2018-19</b></p> <p>Governors were advised that following an SLT Planning Day, involving the Chair of Governors, four priorities had been identified.</p> <ul style="list-style-type: none"> <li>• To develop teaching such that a greater proportion is outstanding, leading to accelerated pupil outcomes (wow activities, presentation, greater challenge, times tables)</li> <li>• To improve the impact of leadership at all levels on teaching and learning</li> <li>• Continue to raise outcomes in 'core' subjects in KS2 so that an increased proportion achieve the expected standard and greater depth (girls' maths, PP, consistent use of Inspire)</li> <li>• To ensure reading underpins teaching and learning across the curriculum</li> </ul> <p>Governors were advised that a further priority would be wellbeing of staff and pupils.</p> <p>The Head advised the Committee that a training session, led by an external trainer, had taken place on Wednesday 10 October in respect of moving teaching from good to outstanding. Governors asked how this had been received and were informed that staff had found it very useful. The Head added that staff would be encouraged to be a little more 'risky' with their lessons. She explained that learning objectives would continue to be covered but that teaching styles and methods could be more interactive.</p> <p>In respect of leaderships, Governors were advised that this incorporated staff at all levels but also included the two Assistant Headteachers, who this year would be more enabled in their roles.</p> <p>Mr S Johnson asked how the non-negotiables had been determined and was informed that these had come from staff via a group session on INSET day.</p> <p>In respect of the Reading priority, Governors asked for more information about this year's strategies. They were informed that each class would choose a novel to support the delivery of foundation subjects. For example, 'Goodnight Mr Tom' could be used to support the delivery of History. The Committee was informed that the school would be holding a Reading Week, w/c 15 October and that all activities would be linked with the chosen book (with the exception of Maths).</p> <p>The Headteacher stated that the school was repositioning ahead of the expected changes to the Ofsted framework, i.e. a much closer focus on curriculum delivery.</p>	
10	<p><b>SIP REPORT</b></p> <p>Governors received this report and congratulated the Head and the SLT on its very positive contents.</p>	
11	<p><b>PROPOSED PUPIL PREMIUM SPEND</b></p> <p>Mrs Morgan provided a verbal summary of this report. The Committee was informed that current PP numbers were 109, i.e. 28%. Clarification was provided regarding the position in terms of children eligible for free school meals and the Ever 6 rule. Mr Johnson asked whether the full roll out of Universal Credit would affect this position and was informed that it would.</p>	
12	<p><b>PROPOSED SPORTS GRANT SPEND</b></p> <p>The Head provided supplementary information for this report, stating that the school's intention was to ensure that children understand that sport is lifelong and should promote a healthy lifestyle. The activities included within the plan are all intended to encourage regular physical activity, eg the introduction of the daily mile.</p> <p>Mr M Smith asked about the OAA experiences for year 2 and 3 children and was advised that these were subsidised outdoor activity and adventure trips.</p>	

		<i>Action</i>
<b>13</b>	<b><u>REVIEW OF GOVERNOR SUBJECT REPORTS</u></b> It was noted that core subject Governors should meet with the school links termly but that other subject areas only require an annual meeting.	
<b>14</b>	<b><u>CHILD PROTECTION/SAFEGUARDING POLICY UPDATES</u></b> Members were informed that the policy had been updated in line with Keeping Children Safe in Education and that this would be an agenda item at the full Governing Body meeting in November. The Headteacher reported that all staff had been trained, re this updated policy, in September.  The Committee received information about the 54 children/families that Mrs Wright was currently working with. In addition, 32 children were on the radar. Of particular concern was Year 6 where there are 10 children with emotional and/or health and wellbeing needs.	
<b>15</b>	<b><u>POLICIES</u></b> Behaviour Policy – approved. SEND – it was noted that this had been amended in light of some changes regarding the school’s restraint policy and was therefore approved. SEND Information Report – the changes made in light of the Keeping Children Safe in Education (KCSIE) guidance were noted and approved. Online Safety – The Committee was informed that this had been updated in light of both KCSIE and GDPR and was approved. Teaching & Learning – amended in light of the agreed non negotiables. Policy approved. MFL – Governors were advised that Mrs Morgan would be delivering French in Years 3 and 4 this year and Mrs Duckett would be delivering French to Year 5 and 6. Policy approved.	
<b>16</b>	<b><u>RACIST INCIDENT REPORTING</u></b> There were no incidents to report.	
<b>17</b>	<b><u>BULLYING INCIDENT REPORTING</u></b> There were no incidents to report.	
<b>18</b>	<b><u>WEBSITE REVIEW</u></b> The Headteacher advised that all statutory areas of the website were up-to-date and therefore fully compliant.	
<b>19</b>	<b><u>CIOC</u></b> The Committee was informed that there was one LAC child in Year 6 and that this individual was on track to meet year group expectations.	
<b>20</b>	<b><u>BEHAVIOUR ANALYSIS</u></b> Mrs Duckett reported that overall behaviour in school throughout this first half term had been very good. Percentage and number of children on red/amber three times or more were shared with the Committee.  Mrs Brown reported on three fixed term exclusions; two for the same Year 1 child and one for a Year 6 child. The Committee was informed that the Year 1 child was currently at St Thomas’ on a 12 week placement.	
<b>21</b>	<b><u>DELEGATED ISSUES FROM FULL GOVERNORS</u></b> There were no delegated issues.	
<b>22</b>	<b><u>LEGISLATIVE CHANGES</u></b> There were no legislative changes to report.	
<b>23</b>	<b><u>DATE AND TIME OF NEXT MEETING</u></b> Thursday 31 January 2019, 5.00 pm.	

