



AVONDALE PRIMARY SCHOOL, DARWEN

MINUTES OF THE MEETING OF THE CURRICULUM COMMITTEE

HELD ON WEDNESDAY 31 JANUARY 2018 AT 6.00PM

PRESENT:

- Mr Iain Scofield
- Mrs Karen Morgan (Chair)
- Mrs Emma Lowe
- Mrs Vicky Brown (Headteacher)
- Mrs Michelle Pilkington

IN ATTENDANCE:

- Mrs Judith Watson (Clerk)
- Mrs Stacey Duckett (Assistant Head)

	<i>Action/ Responsibility/ Timescale</i>
<p><b>1. APOLOGIES FOR ABSENCE</b> Apologies for absence had been received from Mr Mike Smith and Mrs Katie Holden.</p> <p>Following the resignation of Mrs Blackshaw from the Governing Body, it was noted that there was currently no Vice Chair for the Committee. Mrs Pilkington nominated Mrs Lowe and Mrs Brown seconded this.</p>	
<p><b>2. DECLARATION OF PECUNIARY INTERESTS</b> There were no declarations of interest.</p>	
<p><b>3. MINUTES OF THE LAST MEETING HELD 11 OCTOBER 2017</b> The minutes of the last meeting were agreed to be a true and accurate record.</p>	
<p><b>4. MATTERS ARISING</b> <b>Attendance Policy</b> – the Headteacher confirmed that the Policy had been amended and that parents had been informed accordingly. <b>Governor Links</b> – it was noted that Mrs Taylor had informed staff of governor links. However, it was also noted that this would need to be reviewed following recent changes to the Governing Body.</p>	VB
<p><b>5. SIP REPORT (AUTUMN)</b> The Committee was informed that two visits had taken place since the last meeting of the Committee. The Headteacher stated that the LEA Advisor had been in school on <b>16 January</b> to undertake a Learning Walk in lower KS2 (Years 3 and 4) and Year 1, alongside a book scrutiny and questioning of children. Many strengths had been identified including the significant impact on pupil progress and attainment of the introduction of the Talk for Writing scheme. Mrs Lowe asked whether there had been feedback about the learning environment in general and was informed that again many strengths had been identified, including bright, tidy and well organised classrooms (one having been observed as being exceptional) and evidence of working</p>	

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<p>walls in all classrooms visited. The Headteacher confirmed that the areas for consideration had been discussed at SLT and with relevant staff and that actions were being implemented. The overall outcome had been determined as securely good.</p> <p>The BwD Advisor had also been in school on <b>13 November</b> to undertake a learning walk in Years 5 and 6. Teaching had been judged good or better with many strengths, including good subject knowledge, good questioning, good pace, evidence of challenge and engaged children. Mrs Pilkington asked whether any pupil voice had been gathered and the Head confirmed that it had and that children had expressed good levels of enjoyment in terms of topics taught and an overall enjoyment of school. Furthermore, the Advisor had observed excellent behaviour and consistent work across the year groups.</p>	
<p><b>6. PUPIL PREMIUM REVIEW</b></p> <p>The Headteacher stated that the LEA Advisor had also been in school on <b>29 November</b> to undertake a review of provision for those eligible for support from the pupil premium. The Committee were informed that this had been a very positive review with the Advisor noting that strategic leadership of provision was strong and staff roles and responsibilities were clear and well understood. The Head highlighted the excellent role played by Mrs Morgan, Pupil Premium Lead, and echoed the Advisor's comments regarding her experience, skills and training. It was noted that next actions are to identify on the trackers the individual children's barriers.</p> <p>Mrs Pilkington asked whether the school had evaluated non curriculum areas, where pupil premium monies are deployed, eg clubs. She was informed that this had taken place. Also, that parental engagement would be a priority for the school next year, as a whole but particularly for pupil premium.</p>	KM
<p><b>7. GOVERNOR SUBJECT REPORTS</b></p> <p><b>Early Years</b> – Mrs Morgan asked for further information regarding the 33% of PP boys expected to achieve a good level of development, compared with 68% non-pupil premium. The Head clarified that this equated to three children.</p> <p><b>Pupil Premium</b> – the report prepared by Mrs Morgan was discussed and information from the national Pupil Premium Conference attended by both herself and Mrs Duckett was shared with the Committee.</p> <p><b>CIOC</b> – Miss Ritson's report was noted and the Committee acknowledged the successful tracking of these children.</p> <p><b>English</b> – Governors noted the actions taken in this curriculum area throughout the Autumn Term. Particular discussion took place regarding the library with Governors noting the good progress in this area.</p> <p><b>Maths</b> – Mrs Joyce's report included details of the visits that staff had undertaken to other schools to see Inspire Maths at work. Mrs Lowe asked whether these visits had been worthwhile and was informed that they had been positive showing that Avondale is working at least as well, if not better, as other schools. The Head confirmed that staff are becoming more confident in delivery of this curriculum.</p> <p><b>PDBW</b> – Mrs Duckett's report was received and noted.</p>	

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<p><b>SEND</b> – The Committee was informed that the school’s SENCOs had met with all SSAs at the beginning of the year to ensure they were fully aware of their specific responsibilities in relation to their 1:1 role.</p>	
<p><b>8. DATA OVERVIEW</b> The Headteacher summarised the detail in this report and was asked by Mrs Pilkington about particular areas of concern. She stated that these were:</p> <p>Year 1 – for writing. She added that whilst expectations were in line with Early Years’ outcomes they were below where they should be at this stage in the year. Members were informed that there are 13 Pupil Premium children in this year group who will require significant support and interventions throughout their time at school.</p> <p>Year 5 – for writing. Currently 64% of children are on track to meet expected outcomes, however this would fall below the national average. Mrs Pilkington asked for more information about why this was the case and what actions were planned. The Head advised that 26% of the children have SEN needs and some have behavioural issues. She also informed the Committee that this year group was one that had experienced the change in curriculum and in some ways had not yet caught up from the changes made to year group expectations, assessment without levels etc. The Head confirmed that progress was being made to narrow the gap but that it was still an area of concern and would be kept under close scrutiny. The Committee was also informed that Mrs Nuttall, on her return from maternity leave, would be working 4 days per week in year 5.</p> <p>General discussion took place regarding year 6 expectations and the Head stated that whilst the data did not show that these were a low achieving cohort at KS1 this year group had also experienced the same curriculum changes as Year 5. Mrs Lowe asked whether the Headteacher thought Ofsted would take these changes to the curriculum for upper KS2 into account. The Head stated that she hoped this would be the case as it was not specific just to this school. She also stated that she was comfortable in respect of the Governors having an increased knowledge of data issues and that with their support full and comprehensive information would be shared with the Inspectorate.</p>	
<p><b>9. SCHOOL EVALUATION - SEF</b> The Committee was informed that this report, which had been discussed at length at the Governing Body meeting in November, had been re-populated with current data. The Head advised that both the BwD and the LEA Advisors had considered the report and made some suggestions for amendment. Mrs Lowe asked whether this report would be shared with Ofsted prior to their visit and the Head confirmed that it would be available if requested.</p>	
<p><b>10. CHILD PROTECTION/SAFEGUARDING POLICY UPDATES</b> The Headteacher advised that along with herself both Mrs Speakman and Mrs Wright had recently attended online safeguarding training. Also, that Mrs Morgan and Mrs Duckett had attended a Mental Health First Aid course and that Mrs Duckworth and</p>	

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<p>Miss Wormald had also received some mental health training. Mrs Wright had attended the PREVENT conference held by the Authority last week.</p> <p>The Committee was informed that the Government document ‘Keeping Children Safe in Education’ was currently the subject of consultation and that once any changes had been confirmed these would be cascaded to staff and Governors. Governors asked how the school is confident that staff have fully understood the changes and the Head stated that all staff undergo ‘testing’ as part of the September Inset Day. Following discussion, it was suggested that Governors should also undergo some form of testing and it was agreed that the link to the online site would be circulated. The Head shared further information regarding the range of other resources that are available via the MeLearning website.</p> <p>The Headteacher provided additional information that had been produced by Mrs Wright in respect of pupil wellbeing and family support. This included a summary of the c90 children that are currently being supported; 43 of whom are pupil premium children. The range of external organisations with whom the school has regular liaison, including the Transforming Lives Panel, CAFF/CASS, Social Care etc, was noted.</p>	VB
<p><b>11. POLICIES</b></p> <p>The following updated policies were considered and agreed:</p> <ul style="list-style-type: none"> <li>• Assessment, Recording &amp; Reporting</li> <li>• EYFS</li> <li>• Anti-bullying</li> <li>• English</li> <li>• Curriculum</li> <li>• Marking, Feedback and Response</li> <li>• SRE</li> <li>• British Values in EYFS</li> </ul>	
<p><b>12. RACIAL INCIDENT REPORTING</b></p> <p>There were no racial incidents to report.</p>	
<p><b>13. BULLYING INCIDENT REPORTING</b></p> <p>There were no bullying incidents to report.</p>	
<p><b>14. CIOC REPORT</b></p> <p>The Committee was informed that all CIOC children in school were working within year group expectations. Mrs Lowe asked for further information about the impact of the Wellbeing Warriors initiative and Mrs Duckett advised that this had been positive but that a formal evaluation was expected within this next few weeks.</p>	
<p><b>15. DELEGATED ISSUES FROM FULL GOVERNORS</b></p> <p>There were no delegated issues.</p>	

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<b>16. LEGISLATIVE CHANGES</b> There were no legislative changes to report.	
<b>17. DATE OF NEXT MEETING</b> Wednesday 9 May at 6.00 pm.	