



BUXTON PRIMARY SCHOOL

Pupil and Curriculum Committee

Minutes of the meeting held on 27th June 2017
at 5.00pm at Buxton Primary School

Present

Matthew Fruish	Trust Governor (Chairman)
Deborah Leahy, Headteacher	Staff Governor
Amanda Haslam	Co-Opted Governor
Jo Birks	Staff Governor
Kelly Hall	Clerk

1. APOLOGIES

Apologies for absence were received and accepted from Jason Sexton (Trust Governor).

2. MINUTES OF THE PREVIOUS MEETING – HELD 02/05/17

The minutes of the previous meeting were signed and agreed as a true record.

3. MATTERS ARISING

There were no matters arising.

4. STATUTORY DATA – EY:GLD, YR1:PHONICS, KS1:TA, KS2:TA

The Headteacher presented the statutory data to Governors which has recently been submitted to the local authority within the specified guidelines.

KS2 Teacher Assessments

KS2 teacher assessments were presented. The class teacher has assessed the children and all are working at national age-related expectations, with 80% working at greater depth in reading, 13% in writing, 73% in maths and 60% in science which is outstanding.

The Headteacher explained these assessments are not a prediction of the children's test results, they are the teacher's assessments based on the children's learning and evidence seen in their books. She advised Governors that the KS2 SATs results will be published on 4th July 2017.

KS1 Teacher Assessments

84% of children have been assessed as working at national age-related expectations in reading, 77.5% in writing and 84% in maths, which is higher than last years cohort. Within this, 45% are working at greater depth in reading, 32% in writing and 45% in maths.

The Headteacher has broken the teacher assessment data down by gender and pupil premium to analyse any trends.

Agreed
Points /
Action By

EY GLD

Foundation stage profile 80% of children achieved a good level of development, with 73% of boys achieving GLD and 86.5% of girls respectively. The Headteacher explained that the pupil premium children making GLD was significantly lower, however this cohort is made up of 6 PPREM children of which 5 are boys.

KS1 Phonics

84% of Year 1 children achieved the required standard in the phonics screening check, with 91.5% of boys and 77% of girls achieving this respectively.

From Year 2 there were 7 children who had to re-take the phonics screening check as they did not meet the required standard in Year 1. Of these seven, 4 children passed and 3 did not, however they are children who receive additional interventions in a number of areas of their learning.

5. STATUTORY MODERATION REPORTS

The Headteacher advised Governors that the school has recently undergone moderation in Early Years and KS2 writing, which were both successful. The school also had a spot check on the administration of the year 1 and 2 phonics screening which was passed with no recommendations. During their visit the LA officer also checked the KS2 statutory paperwork.

6. ATTENDANCE ANALYSIS – WHOLE SPRING TERM AND SUMMER 1

The Headteacher presented Governors with an analysis of attendance for the whole of the Spring term 2017 and the Summer first half term. In response to Governor questioning, the Headteacher explained that the reasoning behind the lower percentage for Year 4, is that there has been attendance support involvement due to the removal of a child for term-time holidays.

The Headteacher stressed that the school is very rigorous with attendance and unauthorised absences.

7. REPORT TO GOVERNORS - PRIMARY LANGUAGES

The Deputy Headteacher presented her report to the meeting. She explained she has undertaken lesson observations to look at the methods of teaching languages within school.

There was considerable praise for those used by the Year 4 and Year 5 teachers, with the suggestion of using their skills to teach languages across other classes. The displays used in the Year 4 class are updated fortnightly with relevant language to correlate with other topics studied. After discussion it was agreed this would be insisted upon across all KS2 classes to ensure languages are updated in line with the learning environment and vocab is relevant i.e. around colours, topics, etc. This could be incorporated within KS1 classes too.

A discussion was held around the languages taught. The taught language does not have to be Spanish within Years 3 / 4 it could be another language. It is only Year 5 / 6 who have to learn French in preparation for high school education. After discussion it was agreed that the action plan will be tweaked to use teacher specialisms across the school.

It was also agreed that KS1 will have singing assemblies on a Friday morning to learn and sing songs in foreign languages.

Action DL/JBi

Action JBi

8. PRIMARY LANGUAGES POLICY

The Headteacher presented the updated primary languages policy to Governors. It was agreed a sentence will be added around updating of the learning environment and using teacher specialisms across classes.

The Headteacher explained the policy is the document which teachers use in order to deliver the subject.

All Governors agreed, and the policy was adopted.

Action DL/JBi

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9. SCIENCE POLICY

The Headteacher presented the updated science policy to Governors, advising this has been updated by the science subject leader. It was agreed the provision map previously devised by Mrs Miller, will be added as an appendix to the policy. All Governors agreed, and the policy was adopted.

AGREED

10. E-SAFETY POLICY

The Headteacher presented the updated e-safety policy to Governors. The Headteacher explained that as the school are a NB2B school we are subscribed to the School Bus. There have been a number of key changes around e-safety recently and therefore the model policy from the School Bus has been updated. The school has therefore updated their policy in line with the changes. The Headteacher explained that this will accompany the parental consent booklets in September, when parents sign to give consent for various activities in school. The Headteacher explained this is a very thorough policy, noting that amendments have been made to ensure it reflects the school's practices and procedures.

All Governors agreed, and the policy was adopted.

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11. PRESENTATION AND HANDWRITING POLICY

The Headteacher presented the updated presentation and handwriting policy to Governors. This has been updated by the literacy lead as well as obtaining feedback from other teaching staff. She added that the policy ensures there is consistency across the school and that it reflects the school's current provision. All Governors agreed, and the policy was adopted.

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12. CURRICULUM 2016/17

The Headteacher presented the annual summary of the curriculum coverage across the school for 2016/17. This details the areas of focus each term. She added that this document is particularly useful for middle leaders to ensure even coverage of the curriculum.

13. ANY OTHER BUSINESS

The Headteacher presented the updated assessment policy to Governors. The Headteacher explained she completed this alongside the teaching staff to ensure it reflects current assessment procedures. The policy reflects how the children are assessed, the significance of the assessments and the impact of these in

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school. All Governors agreed, and the policy was adopted.

The Headteacher advised that in September 2017 she will be changing the current data tracking system, to ensure that it is more accessible to all staff. This is particularly important as middle leaders will be taking more responsibility for entering their data and producing reports for Governors.

The Headteacher advised that she and the Business Manager will be meeting with Pupil Asset over the Summer to discuss further.

The meeting closed at 6.10pm.