

**Teaching Learning and Community Committee  
held on  
Monday 03 October 2016 at 4.30pm**



**Present**

Rosemary Jones	Chair	Vice Chair of Governors
Boo Edleston		Head Teacher
Julie Angus		Co-opted Governor – arrived at 17.10
Keeley Shand		Parent Governor
Lesley Wrenshall		Staff Governor
Jo Hillman		Parent Governor
Ruth Hadfield		Deputy Head Teacher
Lorna Jones		Minute Taker

RJ welcomed everyone to the meeting. RJ welcomed BE, headteacher, to her first meeting.

**1. Apologies** – Andrew Martin

**2. Minutes of the last meeting held on 11 July 2016** – Agreed as a true record

**3. Matters Arising**

Advisory e-mail from the LA regarding holidays taken during term time – this e-mail had not been sent out.

**4. Format of Meetings**

RJ asked BE if she was happy with the current committee structure. The current structure had been agreed by the Full Governing Body and appears to work well. However, Governors would be open to change if it would be beneficial. BE said that it was too early for her to have a view. RJ asked BE if she would like a copy of the Terms of Reference of the committee.

**Action**

- **LJ to send BE the Terms of Reference for each of the Governors Committees.**
- **The Committee to continue in the present structure until further discussion**

RJ mentioned the number of policies that had been sent out to the committee and questioned why. There is in place a rolling programme of policies that are looked at by the committees and individual governors. BE explained that certain policies had to be updated annually and some were completely new versions due to changes in legislation. Certain policies, which are Ofsted requirements, were not on the school website. They are now on the website.

**Action**

- **LJ to show mark up on policies when reviewed**
- **LJ to produce front sheet for policies reviewed and arrange for signatures**

- **KS agreed to review the RE Policy**
- **Policies approved by governors**
  - **Good Behaviour Policy**
  - **Marking Policy**
  - **Charging Policy**

## 5. Safeguarding

RJ reported that she had attended a meeting of the Safeguarding Committee last week in her role as Safeguarding Governor. There is an updated “Keeping Children Safe in Education” which came into force on 05 September 2016. Cheshire East has produced an updated Safeguarding Policy which Pear Tree primary School will adopt after it has been customised.

LW informed the committee about the update RAP training, new from the Home Office.

RJ asked who the IT lead was now that CW had left. BE stated it was Julia Adams.

JA went with two children from the school to a Safer Schools Training on Friday and found it very interesting.

Training for parents on E-safety in spring 2017.

Operation Encompass – this is a Government funded initiative that if police get called to domestic incidents and children are living there, the school is informed the next morning.

**Action: LW to make necessary changes to the Safeguarding Policy and forward to BE and RJ for approval.**

## 6. Special Needs Report

LW circulated the SEN – end of year report. It had been difficult year with a child in school very challenging, SEN, EHCP pupils. Some of the children are making small steps of progress, others not making any progress and a few children have mental health issues in which CAMHS (Child & Adolescent Mental Health Services) are involved. Cheshire East Educational Psychologist and Cheshire East’s Autism team are coming into school.

RJ asked if SEN children are evenly spread across the school. LW stated it was mostly except for Years 3 and 4. There are children with significant SEN difficulties and LW supports the class teacher. LW stated that there were good supporting staff and TA’s who help with situations. Most of the SEN children are in the catchment area of the school.

## 7. Pupil Premium Report – completed under Item 6.

## 8. Quality of Learning / Curriculum

RJ explained to BE that the TLC Community like to invite curriculum leads to the meeting. BE circulated to the meeting a draft copy of the subject leadership

responsibility. This is divided into five subjects. They are:-

- Communication
- STEM
- Knowledge & understanding of the world
- Personal development, behaviour and well-being
- Additional areas of responsibility

Subject leads are:-

- Maths – Ruth Hadfield
- Science – Chris Sykes
- RE – Boo Edleston
- IT – Julia Adams
- English – Boo Edleston

BE informed the committee that she is a trained Reading Recovery Teacher and that every day she spends one and a half hours reading recovery. This is principally to Year 2 and 3 pupils.

BE felt that more focus needed to be on 'middle' children teaching in years 2, 4, and 6, who are not converting at the rate we aspire to, to achieving their age related expectations.

A training session was taking place today to train members of staff 'Precision Teaching' focussing on inference and deduction. This will guide children on reading and choosing books.

Questions from Governors

Answers

The Switch On Programme left a lot of resources, what are doing with these?

All the resources are being used; the trainer today was using Switch On resources. This programme follows the style of Reading Recovery work.

Do parents and other people come into school to listen to reading?

It will continue as before at present but we are hoping to have more people, especially elderly, to come into school to listen to reading.

There is a family learning event in school on 9 November 2016 from 6.30pm to 8.00pm focussing on reading.

What about literacy – word study rather than spellings?

MHJ introduced the word study but now have daily spelling. Twenty minutes at the beginning of English. Years 5 and 6 have weekly spelling test. We have moved to a more spelling and grammar based focus to ensure the coverage required is met.

## 9. **Standards of Teaching/ Learning Outcomes**

BE circulated the paper to the committee and talked them through the results. Children from last academic who were re-marked – no change, the results stood as before. The CE moderation of writing is unreliable so writing results in KS1 and 2 is ignored. A whole new system will be in place for next year. Discussion took place around phonics and support for Year 1 in phonics to meet targets. Due to too great a discrepancy being highlighted between Cheshire East results and other authorities. The variance is too great so the data across the LA has been deemed unreliable.

BE and RH are attending a Raise Analysis training day.

## 10. **Assessment** – STBO's continuing to be used.

## 11. **Kitchen Windows – update**

Two Governors did a health and safety walk round school last term and found that the kitchen door is open in summer. This is the only door that is not secure and it was felt that it was a health and safety risk. Quotes had been attained for a secure locking door and also to change the windows that overlook the playground, so that the door will not be opened. Three quotes had been attained for the door, the cheapest being £1200.00. BE stated that the cost of the door was too high and funding was needed for computers as they are breaking down. A quote for painting the outside of the school was £10,000.00, again too much money. The bidding window will open soon but there is criteria that need to be met. An idea was for magnetic main gates that would make the school site safer, but what happens when deliveries come?

## 12. **Ofsted / DfE / LA Updates**

Ofsted – waiting to hear if February 2017 will be the next inspection. The last inspection was March 2014. Schools that convert to Academies are to have an Ofsted inspection within four years of converting.

BE informed the committee that the school now has 'targeted support'. This is due to a new Headteacher being appointed. BE had met with Mike Harris, LA Support, today. He was happy with the initial data shared.

DfE are still deciding requirements for the future.

## 13. **Any Other Business**

There was no any other business

## 14. **Date and Time of Next Meeting**

Monday 28 November 2016 at 4.30pm

Dates for the rest of the academic year:

Mondays at 4.30pm

30 January 2017

13 March 2017

08 May 2017

03 July 2017