

**Teaching Learning and Community Committee
held on
Monday 11 July 2016 at 4.30pm**



Present

Rosemary Jones	Chair	Vice Chair of Governors
Mary Hennessy Jones		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.

- 1. Apologies** – Andrew Martin
- 2. Minutes of the last meeting held on 16 May 2016** – Agreed as a true record
- 3. Matters Arising**
Item 5 – Special Needs Report – annual report – RJ asked if the report was ready, LW stated that not all the data has been submitted yet.

Action

An agenda item for the next meeting

Item 7 – Quality of Learning/Curriculum – JF to bring examples of grammar to the next meeting, MHJ reminded Governors that the grammar test samples had been shared with Governors at the Full Governing Body meeting in June 2016.

Item 8 – Standards of Teaching/Learning Outcomes – RJ asked if there were any outcomes from MHJ observations, MHJ stated that the outcomes will be picked up by the SSDP and SES at the Governors meeting later.

Item 11 – Any Other Business – RJ asked MHJ to circulate the e-mail from the LA regarding taking children out of school during term time as stated at the last meeting. MHJ stated that the Government had recently announced they were to completely review the statutory guidance on taking children out of school during term time. MHJ felt that there was a need for clarification as it puts headteachers in a difficult situation. Pear Tree is continuing with school policy and never authorises holiday leave during school time. It was suggested that there should be a national review of the cost of family holidays during school holidays vs term time.

Action

MHJ to circulate to the committee the advisory e-mail from the LA regarding holidays during school since the court case ruled for the parent

4. Safeguarding

RJ stated that having looked at the safeguarding report produced in February 2016, the school have done a lot of things.

- E Safety policy has been reviewed in May 2016 and to be reviewed in May 2017
- The school's Safeguarding Policy had been reviewed in January 2016, the next review is due in January 2017
- Social media and HR Policy both come under the Safeguarding Policy and are on the school's website

RJ asked if the parenting course had happened this year. MHJ replied that it had not due to time constraints but other services had been made available etc junior chatterbox for parents.

Concern was expressed over the IT updating etc now that CW was leaving. MHJ reported that it is expected that a new IT lead will be appointed next term. Staff responsibilities will be reviewed in light of the movement of staff and finalised in the new school year

LW stated that the SEN policy was being updated during the summer holidays. Pictures of school uniforms from each school are to be sent to the LA so that, in case of an incident, the Police know the school from the uniform.

RJ asked for an update on the kitchen door – the door was raised as a safeguarding issue as a point of entry to the school. Quotes have been received for changing the window openings in the kitchen to allow more ventilation and to open onto the playground.

Action

Kitchen windows to be an agenda item for the next meeting

Following a recent safeguarding walk round the school by two Governors, the issue of the outside kitchen door is being addressed. This is a fire door so cannot be modified but it is suggested that kitchen windows could be modified to increase ventilation in the kitchen. In the meantime, MHJ has authorised the opening of the door in hot weather if there are at least three kitchen staff present. Door to kitchen from hall will have protectors fitted; double doors to servery cannot have protectors – risks managed by use of hooks to secure open doors

RJ asked if the Health & Safety meeting had taken place with Ellis Whittam, MHJ stated the next meeting would be in September 2016.

5. SATs Results

The results papers were circulated to the committee. Phonics in Yr 1, 77% met the standard, the result above the national average. The teachers are tracking very closely the pupils who failed the test in Yr 1. The tests are retaken in Yr 2 for those who didn't reach the standard in Yr 1. Yr 2 Phonics retakes, 29% passed; there is no need to retake again. MHJ stated that pupils could fail the phonics test

but be good readers.

KS 1 Reading 77%, Writing 61%, maths 77% met the standard. No national standards to compare with, but the pupils compare fairly with other schools in the area.

Key Stage 2 scores circulated to the committee for Reading, SPAG and Maths. Reading was 84%, national average 66%. SPAG was 81%, national average 72% and maths was 77% compared to 70% national average.

MHJ stated that the LA has advised the school to check all papers as there had been mistakes by markers on test papers. MHJ informed the committee that she had identified four children to re-check test papers. There is a charge of £30 for each paper re-checked. If Yr 6 child didn't pass this year they retake in Yr 7 at high school.

Writing is not a test but assessed by the teachers and moderated with other schools.

MHJ stated that she was very pleased with the results, the children did very well. Not compared the results with other schools within the area yet.

RJ stated that the children and staff did work hard, well done.

6. Any Other Business

- RJ stated that the draft meeting dates for the next school year had been circulated to the committee. Did Governors have any comments on the dates? These dates would need to be agreed with the new Headteacher.

Action

The draft meeting dates for next academic year be agreed and circulated

- RJ requested that the minutes of this meeting and the meeting dates for the next academic year be sent to B Edleston. The committee agreed.

Action

LJ to send the final meeting minutes of the TLC committee along with the meeting dates for the next academic year to B Edleston, Headteacher from September 2016

- MHJ updated the committee on the staff for the next academic year. RJ asked about the skills set that the new staff have. Not known as yet
- RJ wished to thank MHJ for her hard work, her help with the TLC committee and the wealth of knowledge that she has passed on. The committee wished MHJ well for the future

7. Date and Time of Next Meeting

Monday 03 October 2016 at 4.30pm

Dates for the rest of the academic year

Monday's at 4.30pm

28 November 2016

30 January 2017

13 March 2017

08 May 2017

03 July 2017

Agenda Items for next meeting
Special Needs Report – annual report
Kitchen windows – update