



**Teaching Learning and Community Committee  
held on  
Monday 02 October 2017 at 4.30pm**

**Present**

Rosemary Jones	Chair	Vice Chair of Governors
Boo Edleston		Head Teacher
Julie Angus		Co-opted Governor
Lesley Wrenshall		Staff Governor
Jo Hillman		Parent Governor
Lorna Jones		Minute Taker

RJ informed the committee that due to prior commitments she would have to leave the meeting at 6.00pm.

1. **Apologies** . Keeley Shand
2. **Minutes of the last meeting held on 10 July 2017** . Agreed as a true record.
3. **Matters Arising**
  - RJ stated that she had not received another date for the NEP Steering Group. BE informed the committee that the NEP would now be a meeting for Headteachers
  - Any other business . the budget had been circulated to all Governors
  - It was noted the change of date for May meeting from 07 May to 14 May 2018

4. **School Name Clarification**

RJ had noticed that policies and other documents had different names for the school and felt that the name needed clarification. The sign outside the school said Pear Tree School, while other documentation said Pear Tree Primary School. The same applied to the before and after school club, the spelling of PiP was different.

**Action**

**To recommend to the Full Governing Board that:**

- **Pear Tree Primary School should be used on all documentation**
- **That the before and after school club should be spelt as PiP's**

5. **Safeguarding**

During summer 2017, Cheshire East SCIES team produced an updated Safeguarding Policy. The Pear Tree Primary School Safeguarding Policy has been updated by LW and RJ to reflect the changes in the light of the above and had been circulated to the committee beforehand with the agenda and minutes of the last meeting.

**Action**

**To recommend to the Full Governing Board approval of the Safeguarding**

## **Policy**

Review of the E-safety Policy . the e-safety policy is reviewed every year and it was felt that the policy needed to be in a different format. BE stated that she had looked on the internet for e-safety policies and had sent three versions to the IT lead (LN) to review. JH volunteered to look at the policies on the internet and put together an e-safety policy for the school.

RJ asked that a date be set for the next Safeguarding meeting.

## **Action**

**The Safeguarding meeting to be held on Monday 15 January 2018 at 1.30pm.**

From May 2018 the General Data Protection Regulation (GDPR) comes into force replacing the Data Protection Act 1998. This has major implications and BE and LW will be attending the training supplied by the LA.

## **6. Special Needs Report**

BE informed the committee that Kay Morrell (KM) will be undertaking a shadowing role, with LW, every Wednesday afternoon. KM has expressed an interest in learning about Special Needs.

Strategically a lot has been happeningL there are now only two children with EHCP, the lowest the school has ever had. There are a few children that are not quite meeting the criteriaL it is getting harder to get an EHCP. LW stated that children who teachers are concerned about now go onto First Concerns and Teaching Monitoring system. LW explained the system to the committee. The programme is being fed into schools with a launch taking place in January 2018. LW was part of the working party.

Questions asked from the committee

Q. Are these issues raised at Parents Evenings?

A. No time at parents evenings, please come to one

BE informed the committee that a Forest School Specialist has been employed to come into school for one afternoon per week for six weeks. Six children at a time are taken to the forest area to do activities to develop resilience, team building, communication and problem solving.

Q. Could I suggest that you run a week-end club on a Saturday, for parents and children?

A. It is something that the school is thinking about

LW stated that she had attended a SEN Emotionally Health School Conference launch. It was about emotional coaching, resilience and best practice. The NEP, has some funding available, to train teachers on emotional coaching, resilience and best practice. LW stated that she had approached The Crescent to ask them to come in to school on a Thursday afternoon after half term to give their 123 Magic programme.

## **7. Pupil Premium Report**

The Pupil Premium 2016-2017 report to be e-mailed out after the meeting. The Pupil Premium is an allocation of funding, in addition to main school funding, which schools receive according to the number of children in specific groups.

The number of children on pupil premium has dropped from 15 last year to 13 this year. The funding from the pupil premium is used to support the children academically, physically and emotionally. It also subsidises school trips, forest school and breakfast club. The breakfast club is proving to be very successful. The school also pays for drama, music, swimming lessons, football club, uniform and trainers.

The Pupil Premium Strategy Statement to be e-mailed to the committee after the meeting. The statement gives the funding for 2017-2018 and the following:

- Summary information
- Current attainment Yr 6
- Barriers to future attainment
- The 2017/18 Action plan laying out how the funding is spent

The Governing Board needs to be aware that pupil premium children do not always track as they should do due to complex range of issues. Some data cannot be shared as the children could be identified.

### **Action**

**The Pupil Premium Strategy Statement and the Pupil Premium 2016- 2017 documents to be circulated to the committee after the meeting**

**All letters for school trips to mention the criteria for payment and definition of Pupil Premium**

## **8. PiP's – update on progress**

A short report was circulated to the committee showing the breakdown of costs and profit so far. The club is proving very popular with more children than expected registered. Extra staff have been employed on a casual basis. There has been positive feedback about the atmosphere and activities from parents. Themed evenings are being provided, afternoon tea last week, fish and chips tea this week. Later there will be a late night pizza evening and craft activities.

Due to illness both the manager and deputy manager have been extending their hours by helping in the classrooms during the school day which has strengthened their relationships with pupils too.

Questions asked by the committee

Q. Every policy produced now altered to cover PiP's as now part of the school

A. Only certain policies have been altered.

### **Action**

**The committee wish to thank Jane Nixon for her hard work in setting up PiP's**

## 9. Terms of Reference

The terms of reference had been circulated with the agenda. After discussion it was agreed that the Terms of Reference remain appropriate.

### Action

**It was agreed to approve the terms of reference for the Teaching, Learning and Community committee**

## 10. Quality of Learning/Curriculum/Standards of Teaching, Learning Outcomes

Quality of Learning . staff are using a basic and simple system for all subject for pupil tracking. This system will show what progress has been made. Reading, Writing, Maths and Sciences progress will be recorded in books. Other subjects like History, Geography etc are recorded in jotters.

Curriculum . Leadership Time - staff are given release time to focus on Curriculum leadership. Staff are covered from the autumn term to the summer term to enable the school to run smoothly.

The Ofsted inspection has taken place. It will be about three years before the school is inspected again.

Questions asked from the committee

Q. If a child's progress is low does it trigger action?

A. It would depend on the child

Q. How is sport progress tracked?

A. The sport staff who come into school use their own system

Q. Who is the art lead for the school?

A. Kay Morrell is the art lead

BE stated that the IT infrastructural is not as good as it should be but, from November it will be much improved due to the purchase of laptops, improved software and better IT support.

The validated results will be presented at the Full Governing Board meeting in November 2017, but the committee needs to be mindful that the current years 3, 4 and 5 are working very hard but are challenging classes with a wide range of social, emotional and academic needs.

RJ left the meeting at this point and JA was appointed as Chair for the rest of the meeting.

## 11. Policies

Some policies had to have a name change to take into account PiPs, before and after school club, other policies have been reviewed. The policies that had been reviewed had been circulated to the committee prior to the meeting. These policies are ready to be signed by the committee. A list of the policies had been circulated with the agenda. After discussion it was agreed that members to take

away the policies to check.

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

Ofsted - covered in Agenda Item 10.

DfE . no updates

LA . no updates

**13. Any other business**

BE informed the committee that letters had gone out to parents regarding the vacancy for a parent governor. The closing date for applications is Friday 13 October 2017. BE stated that there had been some interest from parents.

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

Monday 27 November 2017 at 4.30pm

**Dates for the rest of the academic year – Monday's at 4.30pm**

29 January 2018

26 March 2018

07 May 2018

09 July 2018

Agenda Item

RE Report - November Meeting