



St James' RC Academy Trust, Maybury Close, Petts Wood. BR5 1BL
Faith in Action, Working Together, Walking in the Footsteps of Christ

**Minutes of the Children and Learning Committee meeting
held on 1 March 2016**

The Governors agreed, in June 2009, that all papers submitted to and the minutes arising from, meetings of the Governing body and its sub-committees, should be fully prepared, and managed, in line with the regulations and the guidance, taking into account the Freedom of Information and Data Protection Acts. Minutes concerning confidential matters will not be published.

All documents discussed were circulated prior to the meeting unless otherwise specified.

Present	Mary Hutchinson – Chair of Governors Anna Boshier – Head Teacher Jo Gibson - Chair of the Children & Learning Committee Kevin Moon – Vice Chair of the Children & Learning Committee Bruno Cotta Lisa Weeks – Deputy Head Teacher Elizabeth Atkinson Dominique Wells – Clerk to the Governing Body
1. Opening Prayer	The Chair of the Committee opened the meeting with a prayer.
2. Apologies for Absence	None
3. Declaration of Interest	None
4. Minutes of last meeting and matters arising	<u>Minutes</u> All minutes were agreed as correct. <u>Matters arising</u> None.

5. Reports	5.1 SDIP	Action
	<p>The Head Teacher reported that the staff had been through the SDIP and put forward new priorities. The Governors were invited to look through the document and suggest any additions or ask questions.</p> <p>Highlights of the discussion are outlined below:</p> <p>Overview of Key Priorities</p> <p>a) <u>Mission Statement</u> p.2 An amendment to one of the statements was proposed as follows: 'Promote positive relationships and respect for self and all others.'</p> <p>b) <u>Leadership & Management</u> p.4 It was agreed that standards and achievement would continue to remain a high priority. It was noted that the National SEND Framework had been brought in last year and it is therefore a priority as it is still in a transitional phase. There is a possibility that the Sports Premium may be removed, therefore this is listed to reflect the importance of sustainability of the current sports provision.</p> <p>c) <u>Buildings, Maintenance & Development</u> The main areas of the school requiring refurbishment were highlighted. The Head Teacher clarified that a Health & Safety Inspection had been arranged, but the Inspector had not turned up, so this was still outstanding.</p> <p>d) <u>Assessment for Learning</u></p> <p>e) <u>Reading</u> Comprehension skills would be a key focus this year.</p> <p>Questions asked by Governors: <i>Q: Should writing skills be made a specific priority?</i> <i>A: Writing skills have previously been a priority, and have been brought on sufficiently throughout the School.</i></p> <p>f) <u>Closing gaps</u> It was noted that there is a higher proportion of EAL pupils in Reception, and that there would be a review at the end of the year to determine whether interventions would be required. These children do not come under Pupil Premium.</p> <p>g) <u>Maths</u> Knowledge of times tables are considered key, and overall the children are excellent on this front. It was noted that there has</p>	

	<p>been an increased expectation regarding speed in problem-solving.</p> <p>h) <u>British Values</u> p.5 'Respect for all' was highlighted.</p> <p>i) <u>Assessment without levels</u> p.8 It was requested to include 'Governors' in the success criteria of 'Staff, pupils and parents will be using the language of performance descriptors....' It was noted that most Y6 children like testing, but it scares those who are more vulnerable.</p> <p>Questions asked by Governors: <i>Q: How are the vulnerable helped?</i> <i>A: Efforts are made to make them as comfortable as possible with the tests, and the tests as accessible as possible.</i></p> <p>j) <u>EAL Pupils</u> p.11 EAL pupils had been identified and there is also a focus on how to support the parents also. It was noted that the challenge lay in determining whether these children also have a learning need, as this is not so obvious in KS1.</p> <p>k) <u>EGT Pupils</u> p.12 In demonstrating 'Mastery' in Maths, for instance, it was noted that the child should be able to explain their answers and apply reasoning – could they teach it to another child? Opportunities are given for them to problem-solve in a variety of different contexts. Regarding the NACE award, the Chair of Governors reported that David Gosling had questioned her on this subject and suggested that specific questions be added to the 'Holding the School to Account' questions. The EGT Governor committed to formulating these. It was considered that the new curriculum caters better for gifted children. How to motivate underachieving EGT children was an area for further thought.</p> <p>Questions asked by Governors: <i>Q: Are parents aware of the EGT register?</i> <i>A: Parents are kept informed on their child's abilities via Goal Sharing and Parents Evenings.</i></p> <p>It was decided that the parents should continue to be kept informed in the same way, and that letters should not be sent out.</p> <p>l) <u>FSM</u> p.14 Enabling these children to access activities was a key priority.</p>	<p>BC</p>
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m) Leadership & Governance p.15

Three Umbrella Trust meetings were reported to have been held so far with the priorities being Catholic ethos, raising standards and moderation.

Governors recognised that the right range of expertise required across the Governing Body should be reflected in the skills of the members, and this should be a consideration in planning for Governor roles. This would be discussed further in the Full Governing Body Meeting.

n) Literacy/Maths p.17/18

It was noted that the 'therapy dog', which is brought in weekly for an hour to be read to by the children, has had a beneficial effect on the children who don't enjoy reading or who are vulnerable in this area.

Mathletics was considered a valuable tool, and children have access to this at lunchtime as well as before and after school in the event that they cannot access this at home.

o) RE p.20

'Sikhism' to be added to multi-faith teaching.

Overview of Curriculum Priorities

a) Humanities

The Humanities Governor had met with the subject leader and reported the approach was enquiry-based and focussed more on teamwork.

The challenge with Humanities is to give it sufficient attention alongside the necessary focus on literacy and numeracy required because of the change of curriculum.

The School is looking into the funding of a Neolithic Hut, which it could subsequently hire out as Midfield Primary have done.

The Governors agreed to adopt the SDIP.

5.2 Internet Safety

Miss Atkinson reported that all children from Reception to Y6 had had an Internet Safety Day and a letter had been sent out to parents concerning Internet Safety. She had also found a chart stating the minimum age limits for various social media sites.

One Governor reported that, during the Governor Morning, he had asked the children about e-safety issues and was impressed by their knowledge of what they should do in various situations.

5.3 Umbrella Trust

It was reported that a series of moderation sessions were taking place within the Trust so that the group could put together a moderation portfolio.

David Gosling was reported to be very knowledgeable and piercing in his questioning.

5.4 Governor Morning

	<p>This would be discussed in more detail during the Full Governing Body Meeting, but in summary:</p> <ul style="list-style-type: none"> - the Headteacher had explained SATS week to the Governors. - the Governors had talked to various children and found them to be fluent in e-safety. - the 'listening ear' was being used. - the children were being rewarded for achievements both in and out of school. - the children were very polite and enthusiastic. 	
6. Staffing Updates - CONFIDENTIAL		
7. Any Other Business	<p>It was noted that the Parent Governors were due for (re-)election in May – to be discussed further at the Full Governing Body Meeting.</p> <p>Gifts would be sent to David McCabe and Toni Paris in thanks and recognition of their long and committed service as Governors.</p> <p>Thanks were given to Miss Atkinson for the School Choir's successful performance at the recent Bromley Schools Prom.</p>	
8. Dates of next meetings	<p>Full Governing Body - Thursday 17 March at 5.00pm Governor Morning - Tuesday 26 April at 9.15am Resources & Audit Committee - Tuesday 3 May at 4.30pm Children & Learning Committee - Tuesday 17 May at 4.30pm</p>	
9. Closing Prayer	<p>The Chair of the Committee closed the meeting with a prayer.</p>	

The meeting closed at 1830.