



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 3 March 2015**

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 Minutes concerning confidential matters will not be published.

Present	Mary Hutchinson – Chair of Governors Anna Bosher – Head Teacher Lisa Weeks – Deputy Head Teacher Kevin Moon – Vice Chair of the Children & Learning Committee Austin Barradell Bruno Cotta Dominique Wells – Clerk to the Governing Body	
1. Opening Prayer	The Chair of Governors opened the meeting with a prayer.	
2. Apologies for Absence	Jo Gibson - Chair of the Children & Learning Committee Elizabeth Woodhoo	
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> Item 5 – <i>Terms of Reference</i> <ul style="list-style-type: none">The Model Terms of Reference is to be reviewed by email and presented for agreement at the next Full Governors' meeting.	Action

KS2

Questions asked by Governors:

Q: Section 2 mentions closing the gap in attainment for Years 4, 5 and 6. Has the school set targets for this and how would it translate into data?

A: The school is moving from using Target Tracker to Classroom Monitor to track progress. The Year 6 teacher monitors levels in KS1 and the aim is to help the KS1 pupils to move up 3 levels of progress instead of the usual 2 as they approach KS2.

Q: Is there ongoing assessment between the end of KS1 and the end of KS2?

A: Yes, the pupils are assessed during each lesson and progress is tracked on a termly basis using teacher assessments and formative tests. This is shown in the Standards Report. Raise on-line reports the end of Key Stage information.

Q: Where there is an aim to 'increase the number of children attaining ...' why is there is no target stated?

A: The idea is that the trend will always be upwards from the benchmark figure given – constant improvement is the target.

It was noted that a huge investment was made by the teachers into helping eight of the children in Year 6 who required extra support. All of the respective parents were reported to be supportive and willing to help with guidance from the school. Progress with these children is as expected.

Outdoor learning

There are plans to extend outdoor learning still further in the Early Years, as this is seen as beneficial for the children. Outdoor learning mirror the indoor learning by giving them the opportunity to practice what they have learnt in a different context and often independently. This is currently done through Forest School and as part of the Early Years curriculum.

EAL

It was also noted that there is an increasing proportion of children who are EAL (English as a second language). The Head Teacher reported that there has been more staff training and investment in necessary resources to help these children. Should external support be required, the school would identify this and fill the need. The Deputy Head Teacher added that these children usually pick up English quickly in the classroom situation. However, teachers also have to be alert to identifying if such children have a learning difficulty which would need additional support.

Questions asked by Governors:

Q: What sort of training has there been to help EAL children?

A: The main object is to immerse the children in the language and giving them short instructions, breaking down the learning

ABo

	<p><i>into small chunks. Prior to topics, they are given the subject language to learn. One-to-one sessions in class and before school help them carry out tasks.</i></p> <p>Ways to support parents who don't speak English include plans to include a facility in the school website to translate it into other languages. Another idea was to encourage liaison between parents who speak the same language.</p> <p>Visits from David Gosling Questions asked by Governors: <i>Q: How frequently will David Gosling visit?</i> <i>A: He is due to visit 16th March mainly to interview and assess at Senior Management level. He will visit 3 times a year and do the same with all the schools in the Umbrella Trust. He will feed back to all schools in the Autumn.</i></p> <p>As requested by one Governor, the Head Teacher agreed to send out again his last report.</p> <p>5.5 Umbrella Trust Update The Head Teacher reported that the schools are working well together. David Gosling is visiting all schools and the reports will be shared.</p> <p>5.6 CPD Report This will be prepared and presented at the next Full Governors' Meeting.</p> <p>5.7 Governor Morning The Head Teacher invited Governors to put forward suggestions of what they would like to see at the next Governor Morning.</p>	ABo
<p>6. Staffing Updates</p>	<p>No forthcoming changes to report. Mrs Bromfield is due to return from maternity leave. A new P.E. coach, Mr Copeland, is now working at the school.</p>	
<p>7. Any Other Business</p>	<p>None.</p>	
<p>8. Dates of next meetings</p>	<p>Governor Morning - 17 March 2015, 9.15am Full Governing Body - 26 March 2015, 5.00pm Resources Committee - 5 May 2015, 4.30pm Children and Learning Committee - 19 May 2015, 4.30pm</p>	

9. Closing Prayer	The Vice Chair of the Committee closed the meeting with a prayer.	
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The meeting closed at 1715 at which point the Governors attended a training session entitled Safeguarding Training for Governors.