

STAVELEY CE PRIMARY SCHOOL
Brow Lane, Staveley, Kendal, LA8 9PH

Minutes of the Meeting of the
Curriculum, Communication and Community Committee Meeting
Monday 12th June 2017
6.30pm

1. Apologies
2. Declaration of interest
3. Minutes of the previous meeting (*24th April 2017*)
4. Matters arising (*not on the agenda*)
5. Review of policies (*to follow for pre-reading*)
 - a) Online / E Safety Policy
6. School Development Plan
7. Educational visits
8. Parental communication
9. Special Educational Needs
 - b) Appointment of SENCO
10. Safeguarding
11. Governor training
12. Maths and English update
13. Any other business
14. Date of next meeting: tba

Present

Cathy Blundell (Clerk)

Liz Brown

Gill Buxton

Susan Clough

Matt Foxwell

Guests: Anna Hayton, Millie Jebb, Sarah Hayton

Nicky Jones

Rachel Morgan

Annie Samman (prospective governor)

Shanthi Thompson

No.	Agenda Item	To action / note
	<p>School Elections In line with the General Election and work that the school had been doing on democracy, Matt had invited Anna Hayton and Millie Jebb to the meeting to tell governors about the election they had at school. The children had been divided into groups, they then had to decide on a name for their party, produce a manifesto and make a poster, stating what the issues were important to them. In their groups they put together a speech and then decided who should deliver it, to help with this they watched some of the campaign speeches. The winning party was the United County of Britain Party and Anna gave the winning speech. The issues they included were Climate Change, Education, Police and Health, particularly with regard to older people in society. For the school they thought it important that the infants get free school meals and suggested that softer toilet paper be provided in the toilets. Matt said that he would look into this. The governors were impressed by the girls and thanked them for coming to the meeting and sharing the school elections with the governors. <i>The girls left at 6.45pm.</i></p>	<p>Matt to consult with Lynn over the provision of soft toilet paper.</p>
1.	Apologies – none received as everyone was present.	
2.	Declaration of interest - None declared	
3.	<p>Minutes of the previous meeting (23 January) After a slight amendment, all agreed that the minutes of the previous meeting on 24th April were a correct record and these were signed by Rachel.</p>	
4.	Matters arising (not on the agenda) – none	
5.	<p>Review of Policies Online / E Safety Policy – this is a standard policy produced by Kym Allen which required some tweaking to make it personal to Staveley School. The term of cyberbullying is acceptable to describe bullying over the internet. The Pupil Acceptable Use Agreement will be sent home to parents in September for signing so that everyone knows what is expected of them. It was asked how the school monitors the children’s use of the internet at school? Matt explained that there was a school filter system which would flag up any inappropriate words. It was thought that email use had declined as social media tended to be used more by the children. It was suggested that parents be given advice re parental control of internet access, as some may not be fully competent with this. A magazine called Digital Parenting had gone out to all parents, which had lots of useful information. The Policy</p>	

	<p>was accepted by all and it was decided to review every 2 years due to rapid changes in technology. Matt will print out a hard copy for Rachel to sign.</p>	<p>Matt to print out a hard copy for Rachel to sign.</p>
<p>6.</p>	<p>School Development Plan – Priority 1: To further develop progress and attainment in writing. Year 6 writing has been moderated and reception had external moderation last week. All tasks need to contain elements that the children need to know, so that this can be shown as evidence, though it is difficult not to lose creativity. Different assessments have been used this year, and all the staff training has been worth it. Every child knows what they need to do to improve their writing. It was asked at what point do teachers step in when children are struggling. Teachers work with individuals and build up a relationship, tracking progress will identify when there is a problem. Cluster moderation meetings help to evaluate how the children are doing. It was asked why some problems were not picked up until the later in the child’s school life. Dyslexia is on a scale and a child might be able to cope early on and there will only be a problem later on as work becomes more complex.</p> <p>Priority 2: To support pupils when they fall out, so they understand what poor behaviour and bullying, and the actions taken to resolve them. The children have been making posters about falling out with friends, acceptable behaviour, bullying and the Golden Rule - <i>“Treat other people the way you want them to treat you”</i>. It was asked if parent’s perceived there was a problem with bullying in school, but Matt reassured governors that no parents had contacted school re bullying. Falling out is not bullying, and this is a word that is often used incorrectly. Matt is going to send a letter out to parents explaining the work that is going on in school.</p> <p>Priority 3: To further embed British Values in school. The school held their own election in school and learnt about the electoral system. (see School Elections at start of minutes). The PSO is coming into school to talk about the rule of law.</p> <p>Priority 4: Further improve how governors’s monitor and evaluate the impact against the School Development Plan. Governors have attended pupil progress meetings and Gill is looking at the pupil premium provision. A training for all governors has been arranged to look at how governors evaluate and monitor, for September. RAISE online has been scrapped and Matt will share more information once it is populated. Distinctive Christian Character is on the development plan for the Autumn term. The school vision will be looked at early on in the new school year.</p>	

7.	<p>Educational Visits Heaves Farm – years 2 and 3 Water Safety – years 2 and 3 Derwentwater trip (3 day residential) - Year 4 and 5. The feedback has been positive and parents thought the cost was reasonable. Global Learning at Lakes School is on 16th June Swimsafe – years 5 and 6 is on 30th June. Glasgow trip –Mrs Smith is planning a residential trip of years 5 and 6 for the Autumn term. Bridge opening – comments have been received from villagers who were impressed with the children’s excellent behaviour at this event.</p>	
8.	<p>Parental Communication It was asked why this agenda item was usually none as parents must surely communicate with the school. Matt explained that this was for only when parents contacted the governors and not communication with the school. It was suggested that Matt might include parental communication into his head teachers’ report at governor’s meetings.</p>	
9.	<p>Special Educational Needs Susan has expressed an interest in doing the SENCO training. Susan has done her PGCE, but has not got NQT. Matt has contacted the University of Cumbria to see if Susan would be accepted on the course as she has got all the relevant experience, he is still waiting to hear back. The school would pay for the training and Susan could work as the SENCO while doing the course.</p>	
10.	<p>Safeguarding – Matt has now completed all 3 levels and all the senior leadership team will shortly be up to date. Staff have the contact details for the Local Authority Safeguarding Officer, in case there is an issue concerning Matt or he is away from school. The Diocese has an online training on safeguarding which governors might be interested in doing. https://safeguardingtraining.cofeportal.org/ The school follows safer recruitment procedures for appointing new members of staff – Matt is trained in this and will be involved in the appointment of a new Schools Business Manager and Admin support. Matt’s job description includes safeguarding lead and there is guidance for the safeguarding governor who is Susan, which he will discuss this with her.</p>	
11.	<p>Governor Training – CASL Governor Roadshow – Guy and Nicky attended this training and found it very useful. There are loads of resources on the CASL website -</p>	

	<p>http://www.cumbriaalliance.org.uk .</p> <p>It was suggested that Cumbria as a whole was high on the Ofsted list as an area of concern. The key focus is phonics for disadvantaged children. The pupil premium strategy should be up to date on the school website as the inspectors form an opinion before they come in. They will ask to see certificates for safeguarding qualifications. They will be asking how effective the governing body is in challenging the management of the school. It was suggested that questions from the governors and answers should be minuted to show this.</p> <p>How can we be more effective Governors? Training is arranged for Monday 18th September.</p>	
12.	<p>Maths and English update (see report attached)</p> <p>Last year assessments were done earlier and this did not give a true picture on the children's progress, this year there has not been a problem. Statutory assessments are all done, and there is some discussion of borderline children. In English, staff are going to trial some writing ideas from Heron Hill school. It was suggested that opportunities should be explored to visit other schools and if possible visit schools further afield to look at new ideas. Opportunity for CPD has shrunk with no infrastructure any more.</p>	
13.	Any other business – none	
20.	<p>Date of next meeting –</p> <p>Curriculum Meeting – tba</p> <p>Full Governors – Monday 10th July at 6.30pm</p>	
	Signed:	Date:
	<p>Attachments:</p> <p>Online Safety Policy 8.6.17</p> <p>Summer Term SDP 01.05.17</p> <p>English and Maths Report June 17</p>	