

Exminster Community Primary School

Minutes

Curriculum Committee Meeting 01/2014-15

Thursday 23 October 2014 at 19:00 at Exminster Community Primary School

Attendee	Initial	Position	Attendee	Initial	Position
Sarah Whalley	SW	Governor (Headteacher)	Ian Moore	IM	Governor (Acting Deputy Headteacher)
Helen Hibbins	HH	Clerk	Sue Wilkinson	SWi	Governor (Par)
Dawn Fuller	DF	Governor (Staff)	Karen Sharpe	KS	Governor (Par)
Vanessa Pestridge	VP	Governor (Com)	Becky Mason	BM	Governor (Par)
Libby Ash	LA	Governor (Par)	Hannah Parker	HP	Staff Visitor

Apology	Initial	Reason	Absent Without Apology	Initial
Alwyn Reeves	AR	Family Commitment	Ian Beer	IB
Glen Woodward	GW	Family Commitment	Anthony Kryz	AK
Jamie Benthall	JB	Family Commitment	Norman Bettinson	NB
Kit Hardee	KH	Work Commitment	Simon Palmer	SP

Ref	Item	Action
1.	Welcome LA welcomed all to the meeting.	
1.1	Apologies for absence Apologies were accepted as listed.	
2.	Declaration of Interests BM declared an interest in any discussion involving PE due to her work with the South Dartmoor School Sports Partnership.	
3.	Impact of the implementation of Thrive Hannah Parker (HP) was welcomed to the meeting as the main practitioner of Thrive in the school, working alongside Sue Hughes (SH). The purpose of the presentation was to allow Governors to evaluate how successful the implementation of Thrive had been. HP had circulated four documents prior to the meeting containing statistics and viewpoints on Thrive from children, parents and teachers. It was noted that the school were the first in the Dawlish Learning Partnership (DLP) to become Thrive accredited. Governors asked the following questions: <i>Q: How long did the Thrive assessment take for each child?</i> <i>A: It depended whether the child was already known to the practitioner, but generally several children could be observed simultaneously during playtime. Teachers and parents could also feed into the observations to provide a 360 degree approach.</i> <i>Q: Now that the initial screening observations had been done for around 160 children in school, would it take less time for a more thorough assessment if required?</i> <i>A: Yes, as data could be updated from a previous year.</i> <i>Q: Were there any children that Thrive was not successful for?</i> <i>A: Yes, occasionally an outside agency would recommend a child for Thrive but family circumstances or other issues would make the programme unsuitable, however elements of the practitioner skills developed through Thrive could still be used when working with the child/family.</i> <i>Q: Was it acceptable that school was getting referrals from outside agencies?</i> <i>A: As Thrive was currently funded by the Local Education Authority (LEA), the school was not in a position to refuse, but as of next May, when the funding stopped, the school would have more</i>	

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	<p><i>autonomy to run Thrive as it would be paying for the licence. However, Thrive was part of the school offer.</i></p> <p><i>Q: How important was it for the school to renew the licence?</i></p> <p><i>A: The benefit to school would outweigh the cost as the programme saved time in the classroom. By Thriving one child in a class of 30, 29 other children benefitted from improved behaviour, allowing the teacher to focus on teaching.</i></p> <p><i>Q: How much time did the practitioners spend delivering Thrive?</i></p> <p><i>A: SH and HP were involved in Thrive five afternoons per week, with HP delivering a mixture of Thrive and other interventions in the mornings.</i></p> <p><i>Q: How did practitioners engage with reluctant parents?</i></p> <p><i>A: It was down to the skill of the practitioner as each case was different. The practitioners ensured that they were very approachable.</i></p>	
4.	<u>Elections</u>	
4.1	<p>Election of Chair of Curriculum Committee</p> <p>BM was elected as Chair of the Curriculum Committee for a term of office of 1 year ending at the first Curriculum Committee meeting of the 2015/16 academic year.</p>	HH
4.2	<p>Election of Vice Chair of Curriculum Committee</p> <p>SWi was elected as Vice Chair of the Curriculum Committee for a term of office of 1 year ending at the first Curriculum Committee meeting of the 2015/16 academic year.</p>	HH
5.	<u>Minutes and Actions from previous meeting</u>	
5.1	<p>Approve Minutes of Curriculum Committee meeting on May 22 2014</p> <p>It was resolved to approve the minutes without amendment.</p>	
5.2	Progress on Actions	
5.2.1	27/01/11 10.0 - Governor Visits. More visit reports needed – ongoing reminder to remain on Action List.	
5.2.2	19/01/12 3.2.8 - Review policy list to condense and eliminate unnecessary repetition - ongoing	
5.2.3	26/09/13 4.7 - Workload related to Thrive to be discussed at Curriculum meeting in Spring Term – deferred until Autumn – on agenda - done	
5.2.4	26/09/13 4.13 - Hannah Parker to update Governors on implementation of Thrive in Summer Term - deferred until Autumn – on agenda - done	
5.2.5	26/09/13 8.5 - BM to enquire whether STEM was used at Dawlish School - ongoing	BM
5.2.6	26/09/13 11.2 - Governors Child Protection training is due in Autumn Term. HH to Agenda, SG to get CG to a half hour session – update 23/10/14 – to take place at FGB meeting on 27 November - ongoing	SW/HH
5.2.7	26/09/13 12.3 – Photographs of Governors to be taken for the website by AM/NG – update 23/10/14 - photographs had been taken for the notice board, but were not on the website, although they could be if necessary – ongoing	SW/PH
5.2.8	06/02/14 4.3 – SW to make teachers aware of Governor Class Visits document at staff meeting – UPDATE: to be done at staff meeting on 4 th June - done	
5.2.9	06/02/14 4.6 – HH to update Governor Handbook based on updated Governor Visits policy and Governor Class Visits form – done	
5.2.10	06/02/14 9.2 – Ensure that Drugs Policy is signed - ongoing	HH
5.2.11	22/05/14 6.1.4 – Update Governor Handbook with Teachers assigned to curriculum areas at end of Summer Term – done, but will require amendment	HH
5.2.12	22/05/14 6.1.5 – additional roles on list produced by LA and VP to be allocated at Governor’s meeting - done	

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5.2.13	22/05/14 10.7 – Item to be put in newsletter about wearing correct uniform. Uniform to be discussed at next Curriculum meeting – on agenda - done	
5.3	Matters arising from Minutes of previous meeting and not on Agenda. None.	
6.	<u>Housekeeping</u>	
6.1	Committee Terms of Reference Due to the reconstitution and suggested move to a two committee structure, VP proposed that the terms of reference were not discussed at this meeting but at the FGB meeting on 27 November. Resolved.	HH
6.2	Confirmation of Class and Subject link Governors It was resolved to approve the current list, but noted that the list may require amendment if a two committee structure was implemented.	
7.	<u>Governor Visits and Expectations</u> Discussion took place about the Governors role in visiting the school. VP had recently undertaken training on School Improvement and outlined that the focus for visits should be on the school's vision and School Development Plan (SDP). VP had produced a document from her training to share on Edmodo with all Governors. <i>VP asked how Governor visits could be most effectively carried out?</i> SW said that talking to the children to get their perception would be valuable and suggested that the Senior Leadership Team (SLT) could provide some appropriate questions related to the SDP to ask. The impact of interventions provoked discussion, as for Governors to evaluate these, they would need to be aware of which children were, for example, pupil premium children. This was felt to be inappropriate and the matter would require further discussion by the SLT about how this could be best addressed. Questions were raised about whether the format of the Governor Visit form should be changed to encourage more meaningful observations. LA agreed to look into this. BM shared a recent example of good practice where a PE lesson had been observed by a Governor who came to the visit with a copy of the SDP and the Curriculum Plan and had asked appropriate questions after the lesson.	VP SLT SLT LA
8.	<u>Impact and outcomes of children's attendance at DLP events</u> SW reported on three events that had taken place this term: <ul style="list-style-type: none"> • Reading Ambassadors – children (who had applied themselves to be reading ambassadors) chose books from a selection for the school and promoted the books to their peers. • Japanese lessons - a 6 week Japanese course had taken place at Dawlish. The children taking part had found it enjoyable and wished to continue. • Science at Plymouth University – digital leaders and children that were Gifted and Talented in science had taken part. SW read some of the comments from the children who had attended. To ensure that all children had the opportunity to take part in events, it was suggested that a record of the children who had taken part was kept on a year on year basis.	SLT
9.	<u>Discussion on school uniform</u> The annual parental questionnaire had indicated that parents felt that the uniform code was not being applied rigorously enough. <i>LA asked how it was possible to measure where we are at now, and where we wanted to be regarding uniform?</i> It was suggested that the class photographs could be used as a benchmark. <i>It was asked whether the school logo was representative of the school?</i> It was agreed that a competition should be launched to design a new school logo. SW would speak to Tina Roberts	SW

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	<p>VP asked whether a strategic summary sheet could be produced by the Governors on the data team with key findings which could then be fed back at meetings? It was thought that this would be possible.</p> <p>BM suggested that young playleaders and adults that were not necessarily teachers needed to be mentioned within the plan.</p> <p>VP said that thought needed to be given to the school environment and its link to the plan.</p>	
11.	<p>New Curriculum and Assessment overview</p> <p>IM presented an overview of how the new curriculum was being implemented and assessed. The presentation looked at engagement, learning behaviours, high expectations and assessment. The new “emerging, developing and secure” levels were discussed. These had been implemented across the DLP. Further work was to take place on the levels to ensure that they had enough scope to indicate progress year on year.</p>	
12.	<p>Year 6 Exit Survey results</p> <p>Due to time constraints, it was agreed to defer this item.</p>	

The meeting closed at 21:20

Signed:.....Becky Mason..... Date:.....29/01/2015.....