



'Let Your Light Shine'

(Matthew 5.v16)

**MINUTES OF A MEETING OF THE PERSONNEL AND CURRICULUM COMMITTEE OF
PRESTBURY CHURCH OF ENGLAND PRIMARY SCHOOL HELD AT THE SCHOOL ON
19TH JANUARY 2017**

Governors Present: Mrs Jackie Smith Lomas Chair
Mr David Capener Headteacher
Mr John Ackerley
Mr Reg Lord
Mrs Sarah Pittham

Also in attendance: Mrs Joe Carter Clerk to the Governors
Victoria Moss Deputy Headteacher & Year 2
Sam Townes Assistant Head & Year 3

PART ONE – NON-CONFIDENTIAL BUSINESS

The meeting started 9:00am.

The meeting was opened with a prayer.

The Committee agreed to move item 5 to the third agenda item to allow the teaching staff to return to their work as soon as possible.

1. APOLOGIES

The following apologies were accepted by the Committee members:

- Revd Michelle Goodrich
- Mrs Karen McCurdy

The following items of any other business were raised:

- SIAMS Preparation Update
- The Real Guide to Schools Article

2. PECUNIARY INTERESTS

No pecuniary interests were declared.

3. SENIOR LEADERSHIP TEAM (SLT) DATA REVIEW AND ACTIONS (Agenda item 5)

The termly data summary report had been issued in advance of the meeting. The Head advised the Committee to be cautious on:

- Year 1 data as until the system settles it is difficult to predict if pupils are on track for the end of Year 2. School expects a greater degree of accuracy by Easter.
- Year 4, 5 and 6, percentage of Expected and above will be set using last year's Year 6 data.
- Year 2 and Year 6 data is fairly accurate as school are now familiar with the assessment process that was used last year.
- Previously school used the Average Point Score (APS); where school would expect that pupils achieve ten levels of progress from the start of Year 1 to end of Year 2; currently there is no equivalent measure. School is identifying measures that can be used to assess progress of pupils.

The data analysis allows school to plan the level of monitoring required.

The Head, Sam and Victoria have met two mornings this half term and attend the Key Stage meetings to gain an overview of the lessons.

The Head issued the "Monitoring Spring Term 2017" paper which highlighted the subject, focus, monitoring and the date covered, by year group.

The Head advised that the challenge for the governors is to be able to quantify the progress of pupils based on the data that is currently available.

Schools aim is that they can provide a summary of expectations for reading, writing and mathematics of current Year 1 and Year 4 pupils. Therefore when pupils enter Year 2 and Year 5 teachers have an understanding of the expectations of each pupil.

The writing expectations are out to consultation; they are the same for this year as they were for 2015/16; however may change for 2017/18.

The Committee stated that the "Letter" home at the start of spring term 2017 explaining the expected level at the end of Year 1 was positively received.

The Head advised that a pupil may leave the Reception Class with expected; school would then aim to identify what they would expect that pupil to achieve by the end of Year 2.

Question: Do parents understand the changes in assessment?

Response: School held three meetings last year to explain the changes. Also school have in place Key Stage 1 parental support where school are able to check that home support is continuing, i.e. through home reading support.

Governors raised the concern of Ofsted and school judgements. The Head confirmed that Ofsted would look at school books and would also assess the teaching and learning; in addition to the data.

Question: How do school plan for the education of the whole pupil; aside from reading, writing and mathematics?

Response: School plan for the interventions in afternoon; so pupils do not miss the other lessons.

Year 6

School are pleased with progress; with targeted input where required for higher level of progress and pupils who should achieve expected. Writing is still an area that causes pressure; school have noted that at both Key Stage's they are usually leading the process with other schools; which is an affirmation of what school know. School will be reviewing a sample of four pupils writing this term to review the criteria.

Question: Is the current teaching approach helpful or do teachers find that they are teaching to the test?

Response: In writing the Teachers teach to the test expectation; however overall Teachers are focused on the big picture.

Victoria Moss and Sam Townes left the meeting.

The Head issued a paper "Summary of the SEF and SSDP: Outcomes for Children", highlighting the "Groups – progress and impact of closing the gap for SEN/Disabled/Disadvantaged/Vulnerable pupils". The Head advised that as the numbers are small they are not statistically significant. Outcomes for KS1 are broadly in line with national SEN data. Outcomes for KS2 indicate that school are below national SEN data. However, pupils are making good progress and the number of pupils is statistically small.

The Committee stated that it is great that school are flagging this up and being transparent on all data.

4. ACCEPTANCE OF MINUTES OF LAST MEETING (Agenda item 3)

The part one minutes of the meeting held on 8th December 2016 were confirmed as a correct record and signed by the Chair. There were no matters arising.

5. REVIEW OF ACTIONS FROM LAST MEETING (Agenda item 4)

The action log was reviewed and updated; see the spring term 2017 action log.

6. REVIEW OF USE AND IMPACT OF PUPIL PREMIUM GRANT (PPG)

The review of the use and impact of PPG was covered at the Committee meeting on 8/12/16. The Committee decided that they would continue to review the whole school data around the use and impact of PPG on a termly basis at the second committee meeting of each term.

7. REVIEW OF SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND) RESULT DATA

The review of SEND was covered at the Committee meeting on 8/12/16. The Committee decided that they would continue to review the whole school data around the review of SEND result data on a termly basis at the second committee meeting of each term.

8. UPDATE ON “HOW THE QUALITY OF TEACHING AND THE PROFESSIONAL DEVELOPMENT OF STAFF” IS MONITORED

The Head issued a report on the “Overview of Staff and Leadership Development, Monitoring and Leadership time”. The report identified the staff and strategic leadership team meetings focus by meeting for each term.

The Head confirmed that the whole school staff team meet once per week; with Key Stage meetings running fortnightly. The Key Stage meetings provide the focus and are set by the Key Stage team. The Head runs the meetings to support the staff workload and may defer items if the emphasis on other subject areas is more important.

Christian values are integrated into planning by introducing as core values for the school, which is driven by input from the SLT. Also school ensure that through Personal, Social, Health and Economic education (PHSE) that British Values such as democracy and the rule of the law are tied into learning through the use of national and international events.

Through the staff meetings staff have been sharing their work practice, pressure points, how pressure points are displayed, how they can seek help when in these pressure points.

Question: Does everyone feel able to go to someone if they reach a pressure point?

Response: Yes, and there is a recognition that everyone deals with pressure and displays pressure in different ways.

The Head summarised the courses that teachers had attended last term and confirmed that the courses are run by a variety of agencies.

The Committee asked that staff are congratulated on their work ethic.

The Committee agreed to receive an update on “How the Quality of Teaching and the Professional Development of Staff” is monitored once per term at the first termly meeting.

9. POLICIES

The Committee agreed sign off for the following policy:

- Anti-bullying policy.

10. ANY OTHER BUSINESS

The following items of AOB were raised:

Statutory Inspection of Anglican and Methodist Schools (SIAMS) Preparation Update

The Foundation Governors (FG) preparation for the SIAMS inspection which should take place during September 2017 is underway. The FG are attending the RE lessons; feedback was of great lessons that were uplifting with plenty of pupil participation. The governors confirmed that this will continue termly.

School assume that the inspection will take place over one school day.

The Real Guide to Schools Article

Caution from a governor that the Real Guide to Schools had published in the local newspaper an alternative benchmark for schools which ranked Prestbury School 25th. The

Head confirmed that it is data from a national organisation which reviews a number of data sources including Ofsted data, ratios of staff to pupils, average staff salaries. The data is all available in the public domain. The Committee and Clerk advised the Head that he should be prepared to respond to any parents questions in regards the article in a consistent way.

11. DATE OF NEXT MEETING

Governors agreed that the next Committee meeting will take place at 9:00am, Tuesday 14th March 2017.

The subject scrutiny will be of SENDCO and PPG staff members, and Foundation Stage / Early Excellence (Dawn Horsfall).

The meeting moved to Part two.

----- Chair

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