Woodchester Endowed C. of E. (Aided) Primary School

Our church school community seeks to inspire children and adults to love, learn and flourish together so we may become everything God has created us to be

MINUTES OF CURRICULUM, STANDARDS & COMMUNICATION GOVERNORS' MEETING HELD ON
Tuesday 21st November 2023 AT 4.30 PM

PRESENT: Mrs Sally Bull (Chair), Mrs Lynn Pennington (CoHT), Lynne Loomes (CoHT), Mr Philip Smith, Mrs Alison Harris, Daniela Di Vico (Clerk)

APOLOGIES: Debra Adams

Item No.		
01.11.23	**Prayer and welcome** The Chair opened the meeting with a prayer and welcomed governors to the meeting.	
02.11.23	**Apologies:** Debra Adams sent in her apologies and they were accepted.	
03.11.23	**Review Terms of Reference** AH nominated SB for Chair of the Committee and all voted in favour. SB the Chair of the Committee made the following points regarding the Terms of Reference for the Teaching, Learning Change to Curriculum, Standards and Communication Committee. • The Committee will be composed of at least three Governors plus Headteachers. • Adopt, monitor and regularly review all policies statutorily required and relevant to the Curriculum. **SB stated that she would like to add another member to the committee and hoped to include one of the newly appointed governors.** SB stated that she was uncertain how Governors contribute to the monitoring of the Policies. LP explained that Governors do contribute by visiting the school, questioning at meetings and talking to staff and pupils. GQ – What is Prevent Strategy? PS – Each school's responsibility to safeguard the vulnerable against Extremism, Radicalisation and terrorist activity in person and online – not just online. Schools have a responsibility to monitor risks, be aware of changes in pupils' behaviour. The CO-HT LL stated that GCC are holding a Prevent workshop which she will be attending • Conduct an annual survey of parents, pupils and staff with results and consequent actions fed back. SB asked when the survey should go out.	**SB**

Chair initials ……

	The CO-HT LP stated that it usually goes out in the Spring. • Issue an annual newsletter from the governors and include updates about governors' activities in the school newsletter. SB explained that we no longer write an annual Newsletter; Governors contribute regularly to the school Newsletter.	
04.11.23	**Minutes of last meeting:** AH proposed that the minutes of the Curriculum, Standards and Communication meeting held on 24th April 2023 were a true record and this was seconded by the PS. The Chair SB signed the minutes.	
05.11.23	**Matters arising from the last meeting:** There were none. SB stated that she had noticed that there haven't been any action points and to be an effective Committee to move the school forward, action points need to be agreed and recorded.	
06.11.23	**Conflicts of Interest:** No conflicts of interest were declared	
07.11.23	**Governor Feedback on Visits** AH the gave the following summaries of her reports. **History and Geography** Now going into the 3rd year cycle across Yr 3,4 and 5 since mapping was completed. There has been positive feedback from staff regarding the Rising Star scheme, both the resources and the clarity of what is being taught. Fieldwork has now been mapped across the curriculum in Geography. Evidence from Pupil Voice shows that children are retaining and building on their learning. **Science** The school has been given the Stem award from Enthuse Charity. Ofsted completed a Deep Dive on science and reported that science is being taught at a level beyond KS2. The school's application to be part of the TAPS project has now been accepted. The focus is now to encourage children to think scientifically, targeting support for SEN children. Further work has to be done on assessment. The CO-HT LL stated that the first meeting with STEM. She added, STEM is a national organisation set up to improve the teaching of STEM subjects across the UK. Enthuse is a project they run, where schools can bid for money to set up science hubs which we have done. We won £25k to set up a small schools Science hub in the Stroud area. £10k of the award covers the cost of an Enthuse advisor, Dr Maggie Beggs. Maggie runs workshops and helps us navigate the Enthuse process. Separately, we are also working on the EEF funded TAPS pilot which will improve working scientifically skills.	

	PSHE AH stated that from January 2024 the transition to Kapow will be complete. She went on to explain that PSHE has been mapped out with a clear curriculum and progression across all classes. RSE (relationships and sex education) is also mapped. Mrs Coombs has become the subject leader for PSHE whilst Mrs Loomes retains subject leadership of RSE. Mrs Coombs will create a PSHE policy when time permits and set up her own monitoring and subject lead. The RSE policy has been reviewed and approved. Parents have been consulted on the RSE policy. **Complete a Pupil Voice visit in Spring** SB the gave the following summaries of her reports. **English** Reading success at KS2 - 100% success of fluency interventions, Phonics data, positive response, particularly from SEN boys, to Monster Phonics, Reading for Pleasure success and ongoing development e.g. OPAL reading shed, ongoing development of library with funds from Book Fair, Reading Champion group planned, participation in Stroud Book Festival. Reading for Pleasure development with focus on fluency and confidence, effective interventions so all meet their potential, focus on consistency of whole class reading monitoring. Moderation to support accuracy, provision of clear criteria for interim assessments. Spelling now the focus and planning to introduce a new programme. Governor pupil voice to look at before and after. Book looks by subject lead to check consistency of application of marking policy. Visits planned – 2 pupil voice sessions and visits to KS1 and KS2 Writing lessons. **Complete another visit in the Summer Term to check if children have a better understanding that they are learning spelling.** **SEND** – With Jenny Warner • ELSA trained staff, who are managed by the SENDCO, are proving to invaluable and are used in both KS1 and KS2. • A whole school inset day was dedicated to emotion coaching. • The SENDCO sent out a questionnaire and received a very positive response from parents. SEND pupils are represented in all aspects of school life. • KS2 Reading pass at 100% included SEND pupils. • The SENDCO is to be congratulated on completing all the assignments for the SEND qualification in addition to her usual work demands, and completing them well ahead of schedule. • Promote “culture” of expectations and learning ensuring whole school consistency in all areas and subjects.	**AH** **SB**

Chair initials ……

	• Insight is being used to collect assessment data across all classes which allows SENDCO to monitor the progress of all SEND children over months and years. • 9 of the 15 SEND children have problems with Writing. All are on interventions from support with handwriting to work on language and content. • Governor to be used for pupil voice, collecting views from SEND pupils. • The SENCO is struggling for time and is unhappy with her allocation for the workload. She expressed concerns about changes to Educational Psychologist provision. The Chair SB stated that the following visits have been completed: • PE • English • SEND • Science • PHSE • Geography • History She added that RM will be completing the Art and DT visit, PS will be completing the Music visit and JW will be completing the EYFS visit. SB stated that the following Pupil Voice visits will take place in Spring: • PSHE – AH • RE – SB • English – SB • PE – SB • History – AH • Geography – AH • Science – AH	
08.11.23	**Safeguarding** The Chair SB attended GLOSSI Safeguarding Training on 24.10.2023 which covered Annual Assurance and Safeguarding Policies and Monitoring. SB the Chair and LL the CO-HT recently had a Safeguarding Meeting. **Monitor a swimming lesson** **Check Safeguarding Training for Governors**	 **SB** **SB**
09.11.23	**Assessment** The CO-HT LP presented the Assessment Results for KS1 and KS2 for Reading, Writing and Maths; she stated that Reading was very good and as a school, are excelling, the results are really healthy and above national average. LP then went on to present a report that shows the schools results against the local authority and national average.	
10.11.23	**SEND** See 07.11.23 The Chair SB attended GLOSSI Training on 24.1.2023 and noted the following points.	

	• There is an increase in EHCP applications. • 40 other authorities could follow Birmingham into bankruptcy. • The EHCPs are not as high in Gloucestershire. • DfE found that money wasn't being wasted in this area. • Policy reform is on its way.	
11.11.23	**Pupil Premium** The Co-HT LP and Chair SB have not had the Pupil Premium meeting yet and will update the board at the next FGB. **Review pupil premium by the end of December and update the board on Pupil Premium at the next FGB.** LP explained that the school has 11 Pupil Premium children until the end of March 2024, it will then go down to 8. GQ – Will the reduced Pupil Premium income have an impact on staffing? LP – Yes it potentially can.	**SB/LP**
12.11.23	**Opal Update** The Co-HT LP stated that it is going well, the mud kitchen is set up and children are now able to access all areas and there are plastic boxes full of dress up too. GQ – Is there any movement on welly storage? LP – No not yet as the person who volunteered to help us is now very busy. GQ – Is there anything you need for the area? LP – More hats, bags and dress up. LL – There is a noticeable change in playtimes, really nice to see the children dress up.	
13.11.23	**Communication** The Chair SB stated that she is now making regular contributions to the Newsletter and worked together with the PTA on the last Cake Bar. SB went onto say that she would like new Governors to contribute to the Newsletter to introduce themselves. A Grill a Governor session might also be a possibility **Governors to submit an introduction of themselves to SB, for the Newsletter.** The Co-HT LL suggested that Governors attend Parents Evening and introduce themselves to Parents, the Chair SB agreed. Attend Parents evening and arrange Governors to be present in school at the end of May.	**RM & JW** **Governors**
14.11.23	**Working Walls and Floor Books** The Co-HT LL explained the use of working walls and Floorbooks to the board members. Floorbooks were discussed at length. Please see attached slides.	
15.11.23	**Policies** • Assessment Policy • Feedback and Marking Policy The Chair SB proposed the policies and they were seconded by AH.	

Chair initials …….

16.11.23	AOB None was declared.	
17.11.23	**Date of Next Curriculum, Standards and Communication Meeting:** The next meeting Tuesday 16th January The Meeting closed at 18:45	

Signed as a true record ……..

Dated ……

Chair initials ……