

**THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL**

Minutes of the meeting of the Standards and Effectiveness Committee held at 6.30 pm at the School on Wednesday, 5 February 2020

**STANDARDS AND EFFECTIVENESS COMMITTEE**

PRESENT

Ms L Burnett (Chair), Mrs H Boyle, Mrs E Bulmer (Head Teacher), Mrs E Hurst, Mrs J Metcalfe, Mrs S Pearson

IN ATTENDANCE

Mr G Dawkins (Minute Clerk)

Item	Minutes	Action
167. Apologies for Absence and Declarations of Interest	There were no apologies for absence or declarations of interest.	
168. Notification of Items to be brought up under Any Other Business	The following item was notified to be brought up under Any Other Business: (a) Visitors to School (b) Visits from School (c) Changes to Friday's assembly time table.	
169. Minutes of the Meeting held on 9 October 2019	<b>RESOLVED:</b> That the minutes of the meeting held on 9 October 2019 be approved as a correct record.	
170. Matters Arising	The following matters arising were reported: (a) <u>New Statutory Inspection of Anglican and Methodist Schools (SIAMS) Framework update – (Minute 155 refers)</u>	

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	<p>There was an Action for the Governing Clerking Service to include the "Linking of the SEF and SIAMS SEF" on all future agendas of the Standards and Effectiveness Committee however it is now considered necessary until September 2020.</p> <p>(b) <u>EYFS and KS1 targets for 2020 – to report any changes following the KLP visit and Governor visit - (Minute 156 refers)</u></p> <p>(i) <u>Targets</u></p> <p>The Head Teacher reported that the KLP visited in December 2019 and set a target of 47% for EYs to achieve GLD. This target is low but is considered realistic for this cohort as their entry score was 26% in September 2019.</p> <p>The Head Teacher has met with the EYs teachers who are predicting 40%.</p> <p>The Y1 target of 67% is on track and Y2 are all on track to meet the <i>Phonics screening</i> target.</p> <p>(ii) <u>Reception Staffing</u></p> <p>The Head Teacher reported the following regarding Reception staffing.</p> <p>Previously Reception was <i>supported</i> by one ETA working all day Monday and Friday and a second ETA working all day Tuesday, Wednesday and Thursday.</p> <p>The ETA hours have now been increased to enable the ETA working Mondays and Fridays to also working mornings on Tuesday, Wednesday and Thursday. This is providing more continuity and enabling more interventions and access the outside provision.</p> <p>It was noted that Mrs Weatherhead attended the S &amp; S pyramid meeting which is providing support and ideas for Reception.</p> <p>Mrs Carter was going on a Phonics course on 14 February and also a Speech and Language Therapy course.</p>	

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	<p>It was also noted that attendance in Reception is low at 93.8% which is being monitored and the late signing-in book is to be analysed. The Attendance Policy is to be applied to Reception and letters will be sent out to parents.</p> <p><b>Q1.- Is there any reason for the low attendance?</b></p> <p>A1.- It is a young cohort and there was a lot of illness last term.</p> <p><b>Q2.- Is there a standard letter that goes out?</b></p> <p>A2.- Yes, it is in the Attendance Policy which is to be reviewed and in the first instance the Head Teacher is sending out a personal letter.</p>	
<p><b>171. Progress made against SDP Priorities</b></p>	<p>It was noted that the SDP priorities that Governors should focus on are the EYFS curriculum and provision in particular:</p> <ul style="list-style-type: none"> <li>• Phonics in Reception</li> <li>• Provision for fine and gross motor skills with regards to writing</li> <li>• Attendance particularly relating to Pupil Premium and Disability</li> </ul> <p><b>Q3.- Is progress to be reviewed at each meeting or annually?</b></p> <p>A3.- It is to be reviewed towards the end of the year once there is data available and instead of the subject links.</p> <p>The Head Teacher reported that the medium and long-term plans have been reviewed and will be worked on with staff at the INSET day at the end of this half term.</p> <p>There is to be in-house Phonics and Motor Skills training for ETAs.</p> <p>The Head Teacher reported that David Ravenhall has stepped down as KLP and Fiona Denham has taken up the role who at the request of the Head Teacher is looking at how to move EYs forward.</p> <p>The Head Teacher noted the following event coming up:</p> <ul style="list-style-type: none"> <li>• Y1 have been invited to afternoon tea in church with the Luncheon Club in March.</li> <li>• Y5 have been invited in March to an interactive Bible session with Phil Kaye, a good story teller, from Skelmanthorpe Church. Phil Kaye will also visit school 4 times a year.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Y5 transition events with the Middle Schools.</li> <li>• The Lion King at Scissett</li> </ul> <p>It was noted that YWA provide free education visits related to all aspects of water.</p>	
<p><b>172. The New Curriculum</b></p>	<p>The Head Teacher reported that Rupert Madeley from the Diocese has been in school and asked about the School's Vision which he felt requires simplifying and should be the driver for the new curriculum.</p> <p>Rupert Madeley has offered support with the School's Vision including training and working with staff and Governors.</p> <p>The school needs to look at:</p> <ul style="list-style-type: none"> <li>• Groups in the community.</li> <li>• Who makes up these groups and what are their needs.</li> <li>• What is school already providing.</li> </ul> <p>As regards outdoor provision we need to assess what is needed to learn from the outdoors.</p> <p>It was also suggested that there could be a celebration with the Community and Church to launch the Vision.</p> <p>It was noted that steps have been made with the curriculum but the Vision needs to be in place to drive this forward.</p> <p>Q4.- What is the timescale for progressing the Vision?</p> <p>A4.- The Head Teacher is to arrange a meeting with Rupert Madeley as soon as possible.</p> <p><b>Action 1:</b> The Head Teacher is to arrange a meeting with Rupert Madeley regarding the School's Vision.</p> <p>Work will continue on the managing of the curriculum regarding a broad and balanced curriculum and will be adapted to the Vision.</p> <p>An effective and purposeful long-term plan has been mapped out.</p>	<p><b>Head Teacher</b></p>

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	<p><b>Q5.- Have you asked staff if there is anything they want to change?</b></p> <p><b>A5.-</b> Yes, there are a few minor changes regarding the leadership of Art &amp; Design and some sharing of subjects.</p> <p><b>Action 2:</b> The Head Teacher is to include the subject leadership in the Head Teacher’s Report for the full Governing Body meeting.</p>	<p><b>Head Teacher</b></p>
<p><b>173. KLP Report and any Identified Actions</b></p>	<p>It was noted that the KLP Report and Identified Actions are on Sharepoint.</p> <p>The following main recommendations were noted:</p> <ul style="list-style-type: none"> <li>• SGO contact – It was noted from the Safeguarding Audit that there is no DSL available for After School Club. The Head Teacher has taken advice from the LA’s Early Years Safeguarding Coordinator and After School Club staff should have Safe Space and Working Together to Keep Children Safe training, then in an event they can contact the DSL.</li> </ul> <p>It was reported that Miss Sangha went on the Working Together to Keep Children Safe training on 4 February 2020.</p> <ul style="list-style-type: none"> <li>• Continue with subject leadership.</li> </ul>	
<p><b>174. Pyramid Moderation Exercise</b></p>	<p>The Head Teacher reported that next week the Y4 Pyramid Moderation Exercise is to be hosted in school when Writing is continuing to be moderated.</p> <p>It was also noted that Mrs Hurst was training as an Y2 Moderator.</p>	
<p><b>175. Policy Review</b></p>	<p>The following policies were reviewed:</p> <p>(a) <u>EYFS Policy 2019/20</u></p> <p>The Head Teacher has drafted this policy from one on the KEY and it was circulated to Governors prior to the meeting.</p> <p><b>RESOLVED:</b> That the EYFS Policy 2019/20 be approved.</p> <p>(b) <u>Attendance Policy</u></p>	

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	<p>It was noted that this is a Pyramid Policy which has been reviewed at the Pyramid Heads meeting.</p> <p>Amendments regarding the end of year report, informing parents at parents evening, knowing where children are by 9.30am and procedures for contacting home were noted.</p> <p>School has a legal duty to publish absence figures to parents and promote attendance.</p> <p>The Head Teacher presented a breakdown of attendance data for each class and the majority of absences are authorised.</p> <p>It was noted that the 93.8% attendance for Apple Class is mainly down to illness.</p> <p><b>Q6.- How do Reception work socially?</b></p> <p><b>A6.-</b> Socially Reception are working well but are poor as regards Speech &amp; Language and motor skills.</p> <p>There was discussion around the letters to parents regarding attendance below 96%.</p> <p><b>RESOLVED:</b> That the Attendance Policy be approved but that the Head Teacher will in the first instance write a personal letter to parents where the attendance falls below 96%.</p>	
<p><b>176. Governor Visits</b></p>	<p><b>Action 3:</b> Further to the SDP priorities noted in Minute 171 Governors are to let teachers know when they would like to come in to look at the EYFS curriculum and provision and staff will accommodate.</p> <p><b>Q7.- Would it help to discuss with staff the area for discussion before coming in?</b></p> <p><b>A7.-</b> Yes, this would help.</p> <p><b>Action 4:</b> The Chair is to arrange with the Head Teacher a meeting regarding Pupil Premium.</p>	<p><b>Governors</b></p>
<p><b>177. Any Other Business</b></p>	<p>The following items of Any Other Business were reported:</p> <p>(a) <u>Visitors to School</u></p> <p>The following visitors to school were reported:</p> <ul style="list-style-type: none"> <li>• Phil Kaye – assembly</li> <li>• Rupert Madeley</li> </ul>	<p><b>Chair</b></p>

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	<ul style="list-style-type: none"> <li>• David Ravenhall</li> <li>• Liesal, a holocaust survivor, visited Elder Class</li> <li>• A Great Grandad of a girl in Elder Class came in to talk about World War 2</li> <li>• Hand to Mouth in school on Friday 7 February 2020.</li> </ul> <p>(b) <u>Visits from School</u></p> <ul style="list-style-type: none"> <li>• Holocaust Assembly in Dewsbury Town Hall on 28 January 2020.</li> <li>• Theatre trip for YR to Y3.</li> </ul> <p>(c) <u>Changes to Friday's assembly time-table.</u></p> <p>Changes to Friday assemblies have been discussed with staff in order to make them more accessible to working parents.</p> <p>It is proposed to hold an assembly on a Friday afternoon once each half term at which parents will be invited in to celebrate what is happening in school and also to present awards to pupils.</p> <p><b>Action 5:</b> Governors approved the proposal which will be publicised in the next Newsletter and the first Friday afternoon assembly will be next half term.</p>	<b>Head Teacher</b>
<b>178.</b> <b>Dates Of</b> <b>Future</b> <b>Meetings and</b> <b>possible</b> <b>Agenda Items</b>	<p><b>RESOLVED:</b> That the date of the next meeting of the Standards &amp; Effectiveness Committee is to be held in school on Wednesday, 17 June 2020 at 6.30pm.</p>	
<b>179. Evaluation</b> <b>and Impact</b>	<p>It was noted that this meeting achieved the following:</p> <ul style="list-style-type: none"> <li>• Assigned SDP priorities to Governors</li> <li>• Actioned progress regarding the School's Vision</li> <li>• Approved the EYFS Policy 2019/20</li> <li>• Approved the Attendance Policy and challenged Reception attendance.</li> <li>• Celebrated achievements.</li> <li>• The meeting was completed in 1hour 30 minutes.</li> </ul>	

Minutes

Action

Item		
180. Agenda, Minutes and Related Papers – School Copy	RESOLVED: That no part of these minutes be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.	

The Chair closed the meeting at 8.00pm.

~~Chair~~ *Harrold Boyle*  
~~10/12/2008~~