

St Benedict's C of E VA Junior School, Glastonbury

Minutes of the Curriculum Meeting

Held on Tuesday 16th May in Leopard Classroom

Present: Jo Boughen-Hunt (Chair), Steve Gumm (Headteacher- HT), Gemma Hazlehurst (Vice Chair-VC), Mellie Leggett (Elected Parent- EP Governor), Piers Ranger (Elected Teacher- ET Governor), Helen Roper (PCC Governor), Sue Thurgood (Diocese Education- DE Governor), Natasha Wardle (Foundation Parent- FP Governor), Paul Winter (Diocese Education- DE Governor).

Also Present: Sarah Hamlet (Clerk).

The meeting started at 6:28pm.

	Agenda Item		Action
1.	Apologies for absence	<ul style="list-style-type: none"> Sue Wootton- accepted. No apologies received from Louise Fairbrother (LB). Chair of Governors has spoken with her; due to family commitments, LB will be standing down as a governor at the end of the Summer Term. 	
2.	Declaration of Interest in any agenda item	<ul style="list-style-type: none"> None. 	
3.	Agree Curriculum minutes of 30 th March 2017	<ul style="list-style-type: none"> Agreed by governors; signed by Chair. 	
4.	Matters arising from minutes of 30 th March 2017	<p><u>Item 5: -</u> <u>Website address on headed notepaper</u></p> <ul style="list-style-type: none"> HT to double check this. <p><u>PTFA website page update</u></p> <ul style="list-style-type: none"> In hand; photos to be added later. <p><u>Item 8:-</u> <u>Data Report & Self Evaluation Form</u></p> <ul style="list-style-type: none"> HT has circulated these. <p><u>Item 13: -</u> <u>Collective Worship Policy amendment</u></p> <ul style="list-style-type: none"> Completed. <p><u>Freedom of Information Publication Scheme amendment</u></p> <ul style="list-style-type: none"> Completed. <p><u>Safeguarding Statement amendment</u></p> <ul style="list-style-type: none"> Completed. 	
5.	Spiritual, Moral, Social and Cultural (SMSC) Development	<ul style="list-style-type: none"> A confirmation service yesterday evening at St John's Church included some pupils from St Ben's. Years 5 & 6 have visited an art exhibition at the Red Brick Building. St Ben's pupils have been invited to contribute works there in June/ July. St Ben's has qualified for the region's netball tournament. St Ben's boys' football team is doing well. It is hoped to establish a girls' team. Year 6 pupils have been invited to re-open the Rural Life Museum on 13th June. Year 6 took part in an Egg Drop Challenge after SATs last week. Authors Steve Barlow and Steve Skidmore Will be visiting. School Disco last Friday was a great success. 	
6.	Ofsted Inspection feedback	<ul style="list-style-type: none"> HT has seen a draft report, which read well. Clerk to add item to next Curriculum agenda. 	<i>Clerk to add to next Curric.</i>
7.	Data Report	<ul style="list-style-type: none"> HT informed that there has not been an 	

		<p>update since the Ofsted inspection on 3rd and 4th May, when it was used to demonstrate pupil progress. He spoke re: difficulty of showing this under the new assessment system of Emerging, Development, Secure and Mastery steps, rather than numerically.</p> <ul style="list-style-type: none"> • Vulnerable pupils, including those with SEND and EAL are making strong progress. • HT and the ET Governor clarified re: comparison of old assessment levels to new system. <p><u>SATs</u></p> <ul style="list-style-type: none"> • The EP Governor spoke re: high level of pupil confidence when approaching SATs. A DE Governor praised the breakfast and welcome session at the beginning of each SATs day. Governor thanked staff (especially Trudi Allen and Jo Hopkins) and governors who helped with this. • HT remarked that some children are not able to access some SATs questions; perhaps this could be addressed by having 2 levels. 	
8.	Safeguarding Audit	<ul style="list-style-type: none"> • HT clarified that 'not scored' entries indicated areas not applicable to St Ben's. He reported that actions were in hand, including updating job descriptions. • The PCC Governor has been researching on-line safeguarding training for governors. She will circulate a link to governors for consideration. 	<i>PCC Gov. to circulate S/G training link.</i>
9.	School Development Plan	<ul style="list-style-type: none"> • All actions are in hand. 	
10.	Governor Training	<ul style="list-style-type: none"> • The EP Governor remarked that the Ofsted PowerPoint was very useful. Thanks were given to a PCC Governor in her absence for circulating this. • The PCC Governor spoke re: The School Bus Link, similar to a 'mini' Key site. • Chair highlighted the Taachi Morris/ Taunton Teaching Alliance courses for governors. 	
11.	Governors' SDP Monitoring	<p><u>Data- Are year groups, classes and vulnerable groups on track to meet or exceed ARE targets?</u></p> <p>HT and the ET Governor responded to governors' questions: -</p> <ul style="list-style-type: none"> • Q1- There is a high number of pupils with SEND at St Ben's compared to other local schools; they are well provided for. • Q2- KS1 high achievers are tracked to ensure maintenance of achievement in KS2. Many are at Mastery level. • Q3- Individual low achievers are tracked as they progress through the school. • Q4- The proportion of low achievers is reducing as they progress through school, with growth in Years 4-6. Low achievers are pinpointed at half-termly Pupil Progress meetings. HT highlighted importance of TA led interventions. The ET Governor clarified re: Pupil Passports for SEND pupils. HT explained re: introduction by SENDCO of Answer/ Prove/ Explain method used in Maths reasoning problems, to support individual pupils' progress. <p><u>Presentation Pledge</u></p>	

		<p>A DE Governor reported that she had found it very enjoyable to discover how pupils felt about their learning. She responded to governors' questions: -</p> <ul style="list-style-type: none"> • Q1- Generally, girls had responded better to different ways of addressing poor handwriting, although 1 boy was particularly proud of his work. It was obvious that some work had been rushed. The ET Governor informed re: Presentation Pledge in the front of English books, and the possibility of pupils re-doing work if not up to scratch. • Q2- New incentives to encourage reluctant pupils to produce good presentation include receiving a Pen Licence for all years, and the Advanced Perfect Penmanship certificate and pen for Year 6 pupils. A 'Proudly Presenting Board' displays good examples in the main school corridor. • Q3- A different approach from the Presentation Peacock for Year 6 pupils was to realise the importance of showing pupils how to write neatly. The ET teacher referred to the cursive writing style displayed on classroom walls, and which is started with pupils at St John's. • It was agreed that the standard of presentation has improved. The DE Governor reported that many pupils had spoken to her about achieving a pen licence. • The ET Governor informed re: current style of pen used for everyday handwriting which has not been entirely satisfactory. The Finance Officer is ordering a variety of pens for trial. • A DE Governor challenged re: telling pupils to write in a cursive style when this is not used exclusively in classroom examples of text. The ET Governor explained that a variety of writing styles were chosen for different purposes e.g. displays and notices, adding that use of cursive style was not always helpful in spelling tests. 	
12.	Website	<ul style="list-style-type: none"> • Website hits have returned to usual levels. • Procedures re: new/ newly approved policies have been implemented. Clerk explained re: addition of 'typed signature' and review date in footer. • An INSET for website administrators is needed early next half term. • Administration of website in the long-term needs addressing. The PCC Governor highlighted that the responsibility for this will be given to the school once the current administrator steps down. She added that some of the current content could be stripped out. Governors discussed the possibilities of allotting tasks involved. The ET teacher spoke re: problems of re-sizing photos; a DE Governor has a program for completing this quickly. She will email details to Clerk. 	<p><i>DE Governor to email photo re-sizing program details to Clerk</i></p>
13.	Any other urgent business	<ul style="list-style-type: none"> • None 	
14.	Date and time of next meeting	<ul style="list-style-type: none"> • Tuesday 11th July at 6:30pm. 	

The meeting closed at 7:10pm.