



Everybody Excelling, Every Day, No Excuses!

## Minutes and Actions Arising from the meeting dated 26<sup>th</sup> November 2019.

**Committee Type:** Curriculum and Standards

**Present:** Head Teacher – Jo Riley  
 Chair - Rachel Urquhart  
 Kate Kardooni  
 Glaize Wallace  
 Morna Scales  
 Clerk – Charlene Young

**Apologies:** Leilani Mellows-Facer  
 Cathy Leech

Action Description	Questions/Discussion	Agreed Action
1. Agreement of Minutes from previous meeting	Minutes approved from last meeting.	
2. SEN report - overview of SEN register, standards and progress, quality of provision, Plan for improvement	<p>12 children, mainly Early Years and KS1 being assessed for autism.</p> <p>KS2 not officially recognised by parents, some speech and language children also being assessed for autism.</p> <p>National average being 12% for all SEN - we are quite high.</p> <p>There has been a high interest in parent inquiries due to our social inclusion.</p> <p>HT re-sent bid to Hackney Council for school keeper's grant (£20,000) but no further capital funding available.</p> <p>Overall good SEN progress, language improvement defined as progress. However, The Learning Trust advised SEN to</p>	



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	<p>work at age expected level. HT felt strongly that SEN should be measured in another way.</p> <p>Rachel questioned if there are progress tools for monitoring SEN progress that any charities have developed.</p> <p>HT confirmed only at end of Year 2 and Year 6, one-to-one reading progress are currently being shown and used.</p> <p>Rachel suggested putting together a school statement of how we measure progress for SEN children.</p> <p>Maths Training took place last Friday for Maths Intervention Programme:</p> <ul style="list-style-type: none"><li>• KS2 programme to help measure children underachieving</li><li>• Starts in January 2020 for 10 weeks</li><li>• 40 minutes outside Maths lesson</li><li>• Will boost confidence</li><li>• Data available end of spring term.</li></ul> <p>Emotional literacy support assistant moved back into reception due to higher need of challenging SEN children.</p> <p>Place to Be working with 13 children diagnosed with mental health needs including: OCD, recent bereavement, risk of exclusion, behavioural concerns. Making good progress, one-to-one reading going well - everyday reading to adults.</p>	<p><b>JR – To share with Governors how we measure progress for SEN children at the next meeting.</b></p> <p><b>JR - To update Governors on the Maths Intervention Programme next meeting.</b></p>
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	<p>How its measured? The benchmark they arrived on and moving up levels. Benchmarked twice a year.</p> <p>Physical Literacy - Cathy doing a good job covering mat leave.</p> <p>Quality first teaching is best for children, focus ongoing for CPD.</p> <p>Speech and Language Therapist attends 2 days per week.</p> <p>HT considering a part-time Speech and Language Therapist or part-time SEN Teacher for school next year.</p> <p>Successful coffee morning held last Friday by Hackney WAMHS Project, Place to Be and HT. Eight parents attended, may become monthly.</p> <p>HT plans to get additional counselling in school.</p>	<p><b>JR will visit Stormont House to gain more insight into how best the school could use a more permanent Speech and Language Therapist or SEN Teacher - feedback to be given to Governors.</b></p>
<p><b>3. Development of Middle Leaders</b></p>	<p>Half-termly meetings with Line Managers covering:</p> <ul style="list-style-type: none"> <li>• Preparation for Ofsted</li> <li>• They share action plans and the use of knowledge organisers - leaders found useful</li> <li>• They will produce CPD next term on how to use for support staff - getting support staff more involved in subjects other than Maths and English.</li> </ul> <p>Humanities Leader also doing The Middle Leaders Programme with The Hackney Teaching School's Alliance.</p>	



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	HT doing a new school SEF with SLT adding additional information.	<b>JR to send up-to-date copy of SEF to Governors.</b>
<b>4. IDSR and response to questions</b>	To be discussed at the next FGB meeting.	
<b>5. Policies to be reviewed:</b>		
<b>a. Inclusion Policy</b>	<p>No change from last year.</p> <p>SEND statement to put into Assessment Policy and in the SEN policy add section 'Refer to Assessment Policy'.</p>	<b>JR to update Assessment Policy.</b>
<b>b. Marking &amp; Feedback</b>	<p>The aim is to reduce the marking and teaching to reflect this.</p> <p>Rachel shared that teachers are to teach and model what children need to improve on.</p> <p>Morna has produced new Teacher and Learning Policy.</p> <p>HT would like visualizers in each classroom but costing is £500 each.</p> <p>HT explained how teachers will complete checklist for diagnostic marking. This will allow:</p> <ul style="list-style-type: none"> <li>• Children to write more independently</li> <li>• Teacher and child to reflect on learning through new marking checklist</li> <li>• This to begin in January 2020.</li> </ul>	<b>JR to share diagnostic marking checklist with SLT next week.</b>



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<p><b>6. CPD and Instructional Coaching</b></p>	<p>This training is following up with Line Managers and has been proven worthwhile.</p> <p>Last week review of CPD identified key areas to be worked on with line managers, whole review will take place this term including areas worked on.</p> <p>HT sent papers to teachers to be used and seen as a performance tool which allowed more reflective thinking.</p> <p>Feedback from children – Support staff being more patient.</p>	<p><b>JR re-writing Behaviour Policy over spring term 2020.</b></p>
<p><b>7. Wider Curriculum</b></p>	<p>Some improvement this half-term.</p> <p>Drop Down maybe taken away as improvements are needed in planning and teachers need to be able to show children are learning and not just enjoying this.</p> <p>The wider curriculum days timetable for art-based or DT take place every afternoon.</p> <p>UBS Developments:</p> <ul style="list-style-type: none"> <li>• Money matched for choir at £1,000</li> <li>• Music and Literacy possible trial with Year 3 for a term followed by whole school</li> <li>• BAME Volunteer Mentors will be reading and mentoring with Year 6 children.</li> </ul>	



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	<p>Prospective Governor will join Curriculum Committee as Resource Committee is strong – She will attend the next FGB meeting.</p> <p>Parent Governor, Richard will join also.</p>	
<b>8. Reports from Link Governors</b>	Governors to send reports before next FGM.	<b>ALL</b>
<b>9. Preparation for OFSTED</b>	<p>Governors to prep for Ofsted:</p> <ul style="list-style-type: none"> <li>• Show leadership and management structure</li> <li>• Relay key messages about school</li> <li>• To complete link visits</li> <li>• Knowing the school and the data</li> <li>• Attendance positive - 96.7%</li> <li>• Ofsted priority areas - Maths, English and could be two topic areas such as History, Geography</li> <li>• Our strong areas – Maths, Science, PE</li> <li>• Areas still in development – Parts of Science</li> <li>• NFL ok and most areas generally ok</li> <li>• Union guidance up-to-date</li> <li>• Staff being paid for TLR's – staff to be aware of this.</li> </ul>	<p><b>ALL</b></p> <p><b>JR to review standardised testing.</b></p>
<b>10. Feedback from any Governor Training.</b>	<p>Leilani and Glaize attended Introduction to Governors – Beneficial but too much jargon used.</p> <p>In the absence of Sally and Liz, HT expressed how Morna has stepped up working alongside her. They work well together and are looking at ways of improving the curriculum together.</p>	<b>JR to give feedback to training provider.</b>



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<p><b>AOB</b></p>	<p>Behaviour in school – needs attention.</p> <p>Building works still taking place:</p> <ul style="list-style-type: none"><li>• Noise is loud</li><li>• Playground and dining hall has been disrupted</li><li>• Works completed by <b>Monday 9<sup>th</sup> December 2019.</b></li></ul> <p><b>Next Curriculum Meeting – 17<sup>th</sup> March 2020.</b></p>	<p><b>All subject leaders to be invited to next Curriculum Meeting.</b></p>
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