

**Campsbourne School Governing Body
Curriculum and Standards Committee**

Minutes of meeting held on 06 November 2013 6.15pm at the school

Present: Jacqueline Broadhead (JB) – Chair, Angela Ryan (AR), Stephen Millard (SM), Sarah O'Reilly (SOR); Richard Buckley (RB)

Apologies: Frederica Hunter (FH),

1. Welcome and apologies

2. Minutes of previous meeting and matters arising

Minutes of the meeting of 13 May 2014 were reviewed and agreed.

JB said she would update the committee on her meeting with the school council at next committee meeting.

AR confirmed children had been given homework packs for the summer holidays. She noted that the dip in performance at the beginning of the autumn term was much less significant than last year.

ACTION

- JB to update on school council at next committee meeting.

3. Terms of reference

The ToR were agreed with the following amendments:

- i. Clerk role: Amend the reference to a nominated clerk to reflect the fact the committee will have rolling clerk, agreed at each meeting.
- ii. Reporting: Amend the reference to a written report for the FGB. Instead, the reporting requirement will be that the committee will report to the FGB, which may be oral or written.

ACTION

- JB to amend ToR

4. Discussion of Committee priorities and agreement

4.1 The committee discussed proposed school priorities and monitoring/performance criteria for 2014/15.

4.2 The committee discussed developing additional implementation measures and/or monitoring criteria.

4.2.1 It was agreed the committee will continue to programme of governor visits to monitor objectives and see interventions in practice. JB will consider which objectives these visits should focus on.

4.2.2 Life Without Levels. It was agreed a member of staff would update the Full Governing Body at its February meeting on the implementation of Life Without Levels.

4.2.3 Improving tolerance in the school.

AR noted that the focus of the tolerance objective was to promote good manners in the school community.

The committee discussed the implications of the Trojan Horse investigation for schools and agreed that it was also necessary to ensure Campsbourne is adequately monitoring and responding to any issues related to religious faith.

It was agreed that this objective would be monitored on an ongoing basis as part of governor visits; parent questionnaires; and at committee and FGB meetings via asking AR and staff governors for feedback.

The following additional steps were agreed:

- i. The FGB to invite somebody from the Local Authority to inform it about how best to do so.
- ii. Behaviour and tolerance to be added to the FGB agenda as a standing item to ensure the FGB monitors the objective on an ongoing basis.
- iii. Campsbourne's whistleblowing policy to be updated in line with the updated Haringey guidelines once they are finalised. This update to include a reference to faith issues.

4.2.4 Ensuring teachers are accountable for SEN children. The committee discussed how best to monitor that teachers are assessing SEN children and overseeing support staff.

AR explained that monitoring this had been included in SEN Co-ordinators (SEN Co)'s performance targets.

The following additional steps were agreed:

- i. JB, as the SEN governor, to meet with the Sen Co once classroom observations have taken place.
- ii. Accountability for SEN pupils to be included in staff performance management and assessment criteria by the Resources Committee.
- iii. AR agreed to consider how to further evidence progress against this objective for the committee, for example by sharing an anonymised classroom observation.

4.3 The Committee agreed the priorities and the monitoring criteria.

ACTIONS

- JB to decide themes for governor visits.
- AR to ask a member of staff to give an update on Life without Levels at February's Full Governing Body meeting
- AR to consider to evidence monitoring of teachers' accountability for SEN pupils to the committee.
- AR to ensure Resource Committee includes accountability for SEN pupils in the Resource Committee's staff performance management and assessment criteria.
- JB to update the priority table with agreed details of how to monitor the objectives.
- JB to meet with the SEN Co once classroom observations have taken place.
- SM to behaviour and tolerance as a standing item to the FGB agenda.
- Curriculum committee to review whistleblowing policy once Haringey has published its new guidelines, and to include a reference to faith issues.

5. Review of school performance

5.1 AR updated the committee on the school performance data from Haringey. She noted the FFT dashboard would be published shortly and she would circulate it to committee members.

5.2 The committee discussed the areas where the data shows the school needs to improve, and agreed the following additional monitoring mechanisms:

- i. Adding to the target tracker: a KS1 Free Schools Meals (FSM) pupil; a Year 6 boy pupil on track for Level 4b; and a Fischer Family Trust (FFT) pupil who should be getting a Level 5.
- ii. Comparing the attainment of boys and girls when reviewing data.

5.3 The committee discussed the attainment gap between Free School Meals (FSM) and non-FSM pupils. It decided to compare KS2 data from previous years at a future meeting, to establish whether this gap has narrowed.

AR noted that the introduction of universal free school meals was affecting the pupil premium because eligible pupils were not signing up. She explained the school was addressing the issue by running in-school sign up sessions and had sent two members of staff on training.

5.4 JB noted how much progress the school had made on last year and the previous year's priorities – reading and writing, challenging high attainers and maths.

ACTIONS

- AR to include the agreed pupil categories in the target tracker group.
- AR to provide data from previous years on KS2 FSM/non-FSM gap so committee can establish whether this is narrowing year-on-year.
- AR to circulate FFT governors' dashboard to the committee members.

6. Discussion of targets for 2014/15

AR said she would set targets in January, once she had seen the impact of the interventions being implemented this term.

AR explained that the current and next year 6s would see a dip in attainment due to a significant group of challenging pupils in each cohort. However, she expects 2+ levels of progress to be 100 per cent across the board. The targets will be ambitious in terms of pupil progress, but quantitatively lower than last year.

JB noted the committee would like to see a stretch target on 3 levels of progress.

The committee agreed to set targets in its January meeting.

ACTION

- JB to add target setting to agenda for committee's January meeting.

7. Policies for review and agreement

No policies were reviewed at this meeting.

It was agreed SM will check whether the Committee has any policies due for review and advise JB if so.

ACTION

SM to check whether the Committee has any policies due for review and advise JB if so.

8. New curriculum update

AR updated the committee on implementation of the new curriculum. She said the school is on task to deliver it.

AR said the school was researching the International Primary Curriculum to see whether it would be a better option for pupils.

It was agreed to make an update on implementation of the new curriculum a standing agenda item.

ACTION

- JB to make implementation of new curriculum a standing item on the committee agenda.