



Curriculum & Outcomes Committee

26 September 2019, 5pm

Minutes

Present: Camilla Argyle (committee chair), Lyn Broom (chair of governors), Adam Breakwell (head teacher), Wes Coleman, Jane Keenan, Kerry Martin, Emma Morgan, Lucy Rossiter, Sallie Peacock, Mark Simmons (clerk)

1. Welcome & apologies

No apologies.

2. EYFS

Kerry had circulated a report in advance of the meeting.

The school has signed up for a baseline data pilot scheme, which will be a requirement from September 2020. The baseline survey will be completed within the next two weeks. The school tends to re-level anyway as students enter KS1, not least because of the long summer holiday. Tapestry has been purchased but is taking longer than expected to set up. Once this is set up, parents can access it, which helps them to get used to accessing information about their children's curriculum and progress as they move up through the school. Staffing has settled into a good routine now; Ginny has a four-day week (not working Mondays), and Helen is teaching on Mondays, and this is working well. The current number in pre-school is 28, and this may rise. Governors suggested that there could be exit interviews with students who are leaving.

3. New assessment system

The assessment system handover has faced several hurdles. Not all data have been uploaded properly, although the new system is supposed to be able to import historical data. Customer service has been very slow. Teachers have therefore been asked to start from now and not spend additional time entering historical data, and only go back to interrogate previous data (which is available on School Pupil Tracker until Christmas) when there are areas of significant concern. Governors expressed concern about the considerable additional staff time which this has taken, and requested a further update at the Full Governing Body meeting.

4. Safeguarding policy

This will be drafted to include updates on neglect, graded care, peer-on-peer abuse etc., for approval at the Full Governing Body meeting; Mark to check in time for that meeting.

5. Monday after-school surgeries

This has been well publicised and was agreed to be a good idea, but as a rule parents/guardians continue to visit school as and when circumstances require rather than waiting until the Monday surgery time. Governors would be happy to be present at a surgery if there are occasions on which it would be helpful for parents to have that opportunity to meet. It was agreed that an open house be arranged before the next full governing body meeting (21 November) for parents to have the opportunity to meet governors. Adam will arrange this with the office.

6. Pre-school committee

Sallie is chairing this new committee, with Camilla as treasurer, Adam as secretary, Tara, and a parent representative, who is being encouraged to work on setting up a PTA-style group. Sallie reported on a positive visit to the holiday club during the summer. However, there had nearly been a serious health and safety incident, and there could be some further improvement in risk assessment practices. Informal feedback from staff suggests that Sallie's professional approach (including in performance management) has been well received. Governors noted with thanks the improvements both before and since the OfStEd inspection. Emma (the new business manager) will set up new systems which will reduce the burden on staff in managing finances (including invoicing) and human resources, and which will enable better oversight and improve cost-effectiveness, so that the preschool continues to improve its focus on the children.

Staffing requirements and future plans were discussed in some detail. Most importantly, pre-school children look happy and parental feedback is positive.

7. Minutes of last meeting

Approved.

8. Any other business

Two successful appeals improved last year's data further, and governors warmly congratulated the staff for being one of the 25 best-performing schools in the country.

9. Next meeting

6 February 2020 at 5pm (after Finance Committee)