

WHAPLODE CHURCH OF ENGLAND PRIMARY SCHOOL
PUPILS AND PROVISION COMMITTEE MEETING FINAL MINUTES
WEDNESDAY 3RD JULY 2019 AT 4.30PM

PART 1

Present: Mrs I Hooper, Mrs A Flack, Revd G Atha, Mrs E Adie, Mrs K Davis
 Also present: Mrs S Rix (Minutes)

Meeting started at 4.40pm

Agenda item	Issues	Agreed Action	Responsible
1. Apologies for absence		There were no apologies for absence	
2. Declaration of Interest		There were no declarations of interest in any items on the agenda.	
3. Minutes from the previous meeting dated 7 th February 2019 and matters arising		There were no matters arising from the minutes. Minutes approved and signed as a true record by Mrs I Hooper.	
4. Charter Items – Termly:	PP1. Review Quality Assurance discussion records	Quality Assurance (QA) discussions one to five have taken place with six scheduled for next week. Q. From QA four, the year six and two maths observations were not quite as we would like. Is there a reason for this? (IH) A. There was no significant issue with year six. In year two, the teacher was unwell but forced herself into school for the QA observation. This teacher has never flagged up before and when reviewing the books, there is no issue. Q. From QA five, EYFS progress is amber red – why is this? (IH) A. Through discussions with Dan Kinsey, the class teacher was being cautious. The QA was in April/May and staff air caution, as we are still not at the end of the year. As a result, Mrs Adie has had challenging conversations with the teacher and they are aware that the children have to be pushed in the final term with those identified as greater depth being challenged. Governors discussed reading within EYFS.	

<p>PP2. SIAMS: Actions taken, governor monitoring and updates to evaluation document</p>	<p>Mrs Flack is to do further development on the SIAMS; a lot of work has already been done on RE. The bishop's visitor is Lorraine and Scout who also received an award for Volunteer of the Year at the recent LAAT awards. SIAMS data is looking positive. Mrs Flack talked governors through the SIAMS: <i>Vision and Leadership</i> is linked to schools evaluation and Valuing All God's Children. The impact of this is outstanding behaviour; the Church of England vision for education relates to school values and links to the bible. Christian vision is part of all school does; Christian values are linked with British values through butterflies displayed around school. Revd Gareth leads a weekly collective worship and runs a lunchtime club, which all has a positive impact on outcomes and SMSC. <i>Wisdom, Knowledge and Skills</i> – the curriculum is shaped by Christian visions and values. Data is looking positive and can be seen in the outcomes booklets. Governors monitor progress of vulnerable groups and challenge to ensure pupil premium monies are effectively spent. <i>Character Development</i> – pupils feel valued and are confident. Pupils are articulate in talking about the values of school. Children know the impact of their fundraising and have recently supported Wainfleet Primary are looking to support them further when the needs of the community becomes apparent. <i>Community and Living Well Together</i> – Pupils have respect for all in the school community. Children feel valued. Golden tickets have improved behaviour; the School Parliament has developed pupil voice. <i>Dignity and Respect</i> – All children feel valued. There are few entries in the logbooks; bullying incidents are always investigated fully. Staff feel equally valued. Year 6 children receive sex and relationships education. <i>The Impact of Collective Worship</i> – children participate in the opening and closing of worship. Reflection stones have been introduced throughout school. <i>The Effectiveness of Religious Education</i> – School is going for a RE gold award which is to be submitted in the autumn term. A RE audit was completed in September 2018.</p> <p>Mrs Hooper commented that the SIAMS is very positive.</p>	<p>Mrs Flack is to send out the SIAMS for governor comments to be added.</p>
<p>PP3. Analysis of absence and persistent absence</p>	<p>Attendance is slowly improving but is still not good enough as it needs to be over 96%. The last class challenge from Easter to half term saw four classes achieving attendance of 97% and above; class treats have been pizza and a movie, ice cream van and afternoon tea. Some children are identified as still causing concern. There is a significant impact from girls and disadvantaged pupils. Attendance will be part of the pupil premium</p>	

	<p>strategy and the education welfare officer will be used to have awkward conversations with parents.</p> <p>Over the past few months, school has been very much 'in peoples faces' with attendance; some parents have had issues with this.</p> <p>Attendance challenges show children the benefits of coming to school.</p> <p>Mrs Adie is concerned with persistent absence.</p> <p>There have been no exclusions.</p>	
<p><i>Revd Atha arrived at 5.03pm</i></p> <p>PP4. Standards of teaching and pupil attainment and achievement</p>	<p>Mrs Adie gave governors a verbal update on data for EYFS, KS1 and phonics. Data has been submitted to Lincolnshire County Council (LCC) and it can be compared to national data but it is not definitive as not all national data is in.</p> <p>Phonics – 100% converted at year two, year one is 96.4% with Lincolnshire at 80.6% and national 82%. Progress for phonics is phenomenal and has been on a rising trend over the last two years in school. School is conscious some children in the cohort are borderline and will receive intervention in year two.</p> <p>Instead of pupil progress meetings, staff will meet with the teacher they are passing their children to in September, to enable interventions to be in place for September.</p> <p>79.2% of EYFS pupils have achieved a good level of development with Lincolnshire being 69.5% and national 72%. A significant amount of children have exceeded a good level of development.</p> <p>KS1 data for reading is 76.7% at expected and 30% at greater depth, compared to national at 25% and Lincolnshire at 22%. Writing is 76.7% with Lincolnshire at 66% and national at 70%, with greater depth at 22.6% compared to national at 15% and Lincolnshire at 14%. Maths is 83% with Lincolnshire at 73% and national at 76%; greater depth is 30%.</p> <p>The class teacher has attended a lot of moderation courses and is happy with the judgements.</p> <p>Reading, writing and maths combined (RWM) is 73.3% at expected compared to 61.6% for Lincolnshire and 65% at national. RWM at greater depth is 10% compared to Lincolnshire at 10.6% and national at 11.2% - the difference between school and Lincolnshire/national is not one pupil.</p> <p>Mrs Flack commented that at the QA on Monday, a trend of girls not doing as well as boys could be seen; also, girls are causing concerns with attendance. It now needs establishing if girls' attendance relates to those not doing as well. Cohorts are boy heavy which means that girls are each a higher percentage. Mrs Hooper commented that school is already analysing and working on explanations, which is what governors ask of leadership.</p>	

		Within school, non-disadvantaged children achieve better than disadvantaged but compared to national disadvantaged are doing okay.	
	PP5. Review of link governor visits related to P&P	Mrs Hooper completed safeguarding monitoring at the end of June and will hopefully complete SEN before the end of term. Governors discussed monitoring. From September, with Whaplode and Weston merging local boards governors can monitor two schools at once giving more flexibility.	
5. Charter Items – Summer Term:	PP22. Review & Approve Home-School Agreement	Governors reviewed the policy and no changes were required.	
	PP23. Review & Approve Sex and Relationships Policy and its Implementation	Governors reviewed the policy and no changes were required. LAAT are currently developing a provision for sex and relationships and once complete this will replace the current school policy.	
	PP24. Looked After Children – Report from Designated Teacher	There are four looked after children in school and funding is received for all of them; all looked after children have done well in school over the years. Mrs Flack has found additional responsibilities as designated safeguarding lead to looked after children and will report back once reviewed.	
	PP25. Review & Approve Curriculum Policy & its Implementation	Governors reviewed the policy and no changes were required. The curriculum for 2019/20 is being worked upon and a curriculum leadership team has been developed, working on the intent of the curriculum and how to implement. A replacement policy will come out in the autumn term.	
	PP26. Review & Approve Attendance Policy & its implementation	Due to attendance, school will be looking at fining in the future. School has to be seen doing all it can regarding attendance for Ofsted. An additional paragraph is to be added to the policy outlining the fine amounts as recommended by LAAT. Governors reviewed and agreed to adopt the policy following the insertion of the additional paragraph.	Clerk to insert additional paragraph into the policy
	PP27. Review School Website & Ensure Education/Pupil Related Items are Published	Mrs Cook has recently completed a full review of the website and items identified have all been amended and updated. The website will be updated with staff changes at the beginning of the new academic year. A photograph yearbook page is being added to the website so that all previous year photographs can still be seen in the current year.	
6. Spiritual Mindfulness		Revd Atha said a prayer.	
7. Safeguarding		In line with previous Ofsted inspections, a designated safeguarding lead (DSL) job description has been developed. Mrs Adie has undertaken a first aid triangulation review which looks at first aid and ensures that the same children are not having repeated injuries.	

		<p>County Lines information has been shared with staff. The reporting documentation from the safeguarding policy is now on the school website for staff to access if required. Staff have received KCSIE changes for 2019. Prevent and FGM updates are to follow for all staff.</p> <p>Q. What will the September training day be? (IH) A. It will be curriculum. Mrs Flack has completed her pre-course evaluation for DSL. The five-year training plan is changing to six years.</p> <p>LAAT completed a review of safeguarding in March. Mrs Hooper completed her most recent safeguarding audit and single central record (SCR) check at the end of June. Governors signed off the Safeguarding in Schools – Self Assurance Audit.</p>	
8. Christian Distinctiveness		<p>Christian distinctiveness formed part of the SIAMS discussion at the beginning of the meeting. Revd Atha stated that Christian distinctiveness is obvious in school and is seen in all areas. School has recently received a visit from a Diocesan Associate Advisor who held school account, which was very positive.</p>	
9. Policies for Review	<i>Behaviour Policy</i>	<p>The sanction table has been removed from the policy with no other changes made. Governors reviewed and approved the policy.</p>	
10. AOB	Female Changing	<p>Mrs Hooper discussed the lack of female staff toilets with governors.</p> <p>Q. Where can staff change? (IH) A. The disabled toilet has more space and at present there is no need for disabled access so it can be used at all times. There was a third toilet but it had to be converted into a cleaner's cupboard due to health and safety requirements. Mrs Hooper commented that she does not think two toilets are enough for the number of female staff. Governors agreed to discuss further at the strategy and oversight meeting.</p>	Clerk to add to strategy and oversight agenda for further discussion.
11. Date & Time of Next Meeting		The next meeting will be on Monday, 15 th July – combining strategy and oversight and finance, buildings and personnel.	

The meeting closed at 5.40pm

Signed: _____ Chair of Committee

Date: _____