



St George's Primary School
Curriculum and Pastoral Committee Meeting
Thursday 28th February 2019
Lower Site Main Hall 5:30pm

Present

Community Governors	B. Clark A. Ward M. Wiggins	Chair of C&P Committee
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Parent Governors	C. Scott P. Dunning C. Lucking
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Staff Governors	L. Horton B. Cassidy	Headteacher
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Also Present	G. Dunne L. Binks M. Chambers T. Skarratts-Jackson K. Choudhary S. Huxley	Clerk
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Apologies	None
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Did Not Attend	N. Sullivan
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Item 1 Welcome, Apologies and Declarations of AoB

Chair welcomed the group and apologies were accepted as above.

Item 2 Minutes of previous meeting

Circulated as part of the papers.

Accepted as a true and accurate record.

Item 3 Matter Arising

All actions completed.

- **Inspection Dashboard Summary Report:** C&PC reminded that this has now been shared with Governors.
- **Designated Safeguarding Lead Training:** C&PC informed that training took place on 11/01/19. B. Cassidy and T. Skarratts-Jackson attended.
- **Governors observing learning in classrooms training:** this has been completed and SLT thanked Jo Johnson for sharing her classroom observation video for the session.

Item 4 Governor Visits

C&PC noted the following governor visits related to Curriculum and Pastoral Care since last meeting;

- P. Dunning recently visited year 5 & 6.
- A. Ward recently attended a Relaxation & Meditation session – this will be discussed later in the meeting.
- C. Scott and B. Clark have their observation scheduled for over the coming in weeks.
- C. Scott attended the school council meeting for the new playground.
- P. Dunning attended the OTIP celebration.

Item 5 Assessment Tracker

C&PC informed the school's assessment tracker and management system SPTO is closing down as the company will cease to exist in the coming months (13/06/19) and as such, the school is currently looking for an alternative provider. SLT stated that this is a disappointing turn of events as staff have really welcomed the in depth reporting the software has allowed however, SLT are addressing the challenge.

C&PC informed that this was discussed in the recent SC meeting. SLT had envisaged that they would be in a position to feedback on their preferred provider however this is proving more challenging than expected given due diligence processes are very tasking as none of the other providers can exactly replicate what the existing system currently does. As such, the school is currently working with providers to look at a more bespoke service rather than the 'off the shelf' model with the view of exploring options for merging systems to ensure seamless operation; for example, merging safeguarding and pastoral processes. The school is currently exploring 7 options (with 3 preferred providers at the moment) however there are training and development considerations.

C&PC asked what software packages do other local schools use?

RESOLUTION: C&PC informed that most local school use Target Tracker however SLT feel that this package is very limited in comparison to the current package used and as such are exploring further options.

SLT suggested that the imposed change in systems not only has a one-off cost implication as there are reoccurring licensing cost and training issues. C&PC informed that whilst the current license runs till end of Autumn term (for data back-up purposes), the school needs to implement the new system for September '19 to ensure that all administration, training and staff development needs are met for new academic year.

C&PC asked what are what are other school that used SPTO doing?

RESOLUTION: SLT suggested that not all schools have integrated the system as heavily within their processes and as such, do not think other schools will be affected to the same degree. The

school are in conversations with a school in Ellesmere Port that has relied on SPTO more heavily and are comparing notes on moving forward.

C&PC asked what the cost implications of introducing a new system?

RESOLUTION: SLT stated that the school is currently spending circa £5k, so costs will go up however as the school is looking to merge/ streamline process with other software packages there may be some scale of economies.

C&PC asked does this cost incorporate migration of data?

RESOLUTION: Yes. C&PC also informed that all the current options are cloud based. This will provide savings as we will not need a separate hard drive for MiS.

Item 6 National Testing Arrangements

C&PC informed that guidance files are on the shared drive and asked for nominee governors to visit the school to observe how the tests are administered, integrity of assessment process, security arrangements for all assessment arrangements and the overall experience for pupils and staff. SLT stated that Governors should not notify of date of visit in advance.

C&PC asked what time does SLT want Governors at school?

RESOLUTION: Between 8:45am – 9:15am

C&PC nominated;

- B. Clark to attend Key Stage One Phonics: 10th -12th June 2019
- P. Dunning to attend Key Stage One SAT Tests: May 2019
- M. Wiggins to attend Key Stage Two SAT Tests – 13th – 16th May 2019

Item 7 School Development Plan Review

Circulated as part of the papers.

C&PC informed that SC have already seen this and gone through this in-depth.

C&PC informed that this document has been RAG rated and that all SLT members have worked as a team to assess and drive forward the aims and objectives. SLT stated that the evaluation section will be updated by the spring term.

SLT highlighted all eleven of the key priorities in the document;

1. **Priority One:** Accelerate attainment at ARE for KS2, especially for those children who are disadvantaged.
2. **Priority Two:** Embed mastery led learning in mathematics to secure improved outcomes and embed high quality learning.
3. **Priority Three:** Secure consistently excellent teaching by embedding OTIP principles (Outstanding Teaching Intervention Programme) and facilitating coaching for teaching staff.
4. **Priority Four:** Promote excellence in learning across the foundation subjects in the curriculum.
5. **Priority Five:** Promote depth in learning and engagement in STEM.
6. **Priority Six:** Promote excellence in writing through an improved focus on EPGS and developing application of editing and proof reading.
7. **Priority Seven:** Develop a coherent mental health and well-being strategy that impacts across St George's School community.

8. **Priority Eight:** Promote excellent outcomes for children with SEND through systemic leadership and improved provision for children with communication and interaction needs.
9. **Priority Nine:** Secure excellence in Key Stage One with a focus on promoting greater depth outcomes across all subjects.
10. **Priority Ten:** Promote outstanding outcomes across EYFS.
11. **Priority Eleven:** Improve impact of managers in non-curriculum services that facilitate an effective school.

C&PC were asked to refer to SC minutes for detailed notes and questions on the discussion on Priorities but C&PC invited to comment. Comments included;

- It was suggested that Priority Four is a really important given the current OFSTED consultation and the change in focus towards quality of education across the curriculum rather than just outcome focus.
- SLT stated that the school had secured a bursary from DfE for STEM training that includes up to 32 days training for staff leads in Science.
- SLT thanked B. Clark for forwarding a link to the school re marking and reducing marking workload

C&PC thanked all involved for the creation and development of such a high-quality document.

Item 8 Through the Lens Feedback

Circulated as part of the papers.

C&P informed that a one-day inspection review had taken place by WA colleagues that reviewed the school landscape. The feedback was focused on progress since the last review (circa 2years ago).

SLT invited comments from the group.

C&PC informed that P. Dunning and G. Dunne have reviewed the report in depth and fed back to the group that they are very pleased with the feedback.

C&PC noted that they had not been privy to the previous report and that it is refreshing that SLT have taken the opportunity to share this report for clarity and transparency.

C&PC are very impressed with the finding of the report and thanked all those involved in creation of this report.

Given the issues around KS2 and last year's Year 6 were so far behind age related expectation, C&PC asked is the school confident now that the school is on track?

RESOLUTION – SLT are very confident that we are on track through the school endeavours. The report noted that a real shift in quality from the previous report.

C&P stated that the report reinforces that the school is continually improving.

Item 9 OFSTED Consultation

Circulated as part of the papers.

SLT highlighted some of the changes to school inspection planned for 2019 onwards and consultation process.

SLT stated that an OFSTED Short inspection is proposed to lengthen to 2 days and HMIs could arrive within two and a half hours of the morning telephone call. As all documentation and data is reviewed regularly SLT are confident that the school and SLT are prepared for these proposed changes. SLT stated that they are happy that the school's new curriculum will meet the needs of the new guidance.

C&PC suggested that the new system looks good but asked what are the areas of concern for SLT with regards curriculum development, workload and leadership demands?

RESOLUTION: SLT stated that they supported the shift towards the quality of overall education and the school had undertaken a huge amount of work to secure improvements already. It was acknowledged that pressures on staff will increase due to the curriculum training and the fact that primary teachers cannot be experts in up to 13 subject areas (11 National Curriculum, R.E and PSHE). At the moment the school is funding external music and MFL provision however given budgetary consideration, the school is facing the challenge of having to do more with less under the current proposals.

C&PC asked has the school had any comments from Parents in areas, for example, like sex education.

RESOLUTION: No, as the process of consultation is very early. That said, the school is cognisant of the need to engaged parents following the outcomes of any consultation process. SLT stated for clarification that this area is separate from OFSTED consultation but related to curriculum developments and recent DfE announcement.

C&PC informed that Governors have been invited to respond to consultation and that B. Clark may look to respond as C&PC chair.

Item 10 Well Being Strategy

C&PC informed of the outcomes of the parents' survey sent in Autumn Term. Received 102 responses.

When the survey went out to parent, it became very clear that the level of parental understanding in this area was low. As such, the school looked at other ways of getting the message out around the sterling work undertaken in this area and highlight the area of work and created a 'one day in school' video that has been published on the school website.

C&PC were shown the video.

C&PC were very impressed with the video and thanked all members of staff that worked on this project for their endeavours.

SLT tabled a Mental Health and Well Being Strategy working document that focuses on the need for staff to look after oneself before supporting others.

ACTION 1(02/19): T. Skarratts- Jackson to share updated Mental Health and Well Being Strategy document with K. Choudhary for circulation.

C&PC informed that a Mental Health First Aid training session will be held in April '19.

As discussed above, A. Ward recently attended a Relaxation & Meditation session and found it very impressive. SLT informed C&PC that a number of parents have attended the session to gain a further insight into improving their child's focus and readiness to engage in their studies.

C&PC informed that as well as Relaxation & Meditation sessions, staff have been training in ASPIRE Sessions and will be looking to deliver to pupils soon over the coming weeks.

SLT stated that the school has a staff led Mental Health Working Party.

C&PC stated that they are amazed with the level of work in this area and thanked staff for their endeavours and asked does the school use Facebook to convey the sterling work undertaken?

RESOLUTION – No. The school focuses on School Newsletters/ Bulletins and is hesitant to engage with Facebook given the administration burden and issues surrounding data.

C&PC asked have parents been asked if they see Facebook as a good way of communicating?

RESOLUTION: No. SLT cited issues surround recording of data and administrative burden as discussed above.

C&PC stated that the school should keep on the current course of action as anecdotal evidence is clearly suggesting that the message is getting out there.

Item 11 Half Year Attendance Review

C&PC informed that the overall the school attendance level is 96.4%. SLT are pleased with this improvement. Also sits within the context that Wirral LA is way behind national average.

Whilst SLT are happy with the overall attendance level, it was suggested that there are still some areas that require improvement. For example, on the face of it, this year there is some concern around SEND attendance levels however when SLT drilled down the data there are only a couple of children that are disproportionately affecting the statistics.

SLT suggested that the school persistence absence is on an upward trend however still not hitting the schools in house target for vulnerable groups.

C&PC asked is there a reason the information is broken down by gender?

RESOLUTION: This is a DfE benchmark and the school reports on all relevant benchmarks. Given the school very low BAME they have not broken the data down by this benchmark for the purposes on this report.

Item 12 Half Year Exclusion Report

Circulated as part of the papers.

	2013-14	2015-16	2016-17	2018-19	Nat Ave	2018-19 Target
All Children	1.32%	1.64%	0.86%	0.11%	1.37%	0%
Pupil Premium	2.88%	5.34%	1.96%	0.7%		0%

SLT stated that they are very pleased with 0% exclusions.

C&PC stated really happy that this has been achieved through quality management of standards and noted that this reflected improvements and was not a management of statistics.

ITEM 13 Designated Safeguarding LAC Report

T. Skarratts- Jackson tabled the Annual report on provision and support for LAC pupils and reminded C&PC that whilst this was not an area of concern, this was one of OFSTED challenges to Governors and SLT as part of a national agenda.

C&PC informed that the school only has 8 LAC pupils and all are in long term foster care – with 2 being looked after by family members.

Only 1 LAC pupil has under 90% attendance.

C&PC informed that SLT will produce an end of year report and that learning mentors are heavily engaged with this cohort.

ACTION 2(02/19): T. Skarratts- Jackson to share Safeguarding LAC Report with K. Choudhary for circulation.

Item 14 SEND Strategy Report for Autism Spectrum Condition

Booklet circulated as part of the papers.

S. Huxley gave a brief report from SENDCO on the schools ASC provision and improvements that has secured.

S. Huxley highlighted the need for (as discussed in the booklet);

- Sensory Breaks
- Class Sensory Boxes
- Cardio Sessions
- Visual Timetables
- Visual Aides
- Relaxation and Meditation
- Peer Massages
- Learning Mentors
- Debriefing Time
- Additional Adult Support

C&PC informed that the school has bought in to training with ADHD Foundation to provide training for staff.

C&PC stated that the booklet is very useful and welcome and suggested that this document should be shared on the website.

ACTION 3(02/19): SLT will seek appropriate permission rights with regards logos and photos and look to put on the website.

C&PC asked how often will the ADHD Foundation training be?

RESOLUTION: Funding will be once in a yearly cycle – with funding secured for next year 19/20.

Item 15 Spring Term Curriculum Considerations

- **Science:** There are no changes to curriculum however there are changes to delivery due to recent STEM staff training and the enhanced quality of teaching.
- **Computing:** SLT reminded that Computing curriculum was redrafted 17/18 and it was suggested that this may need further adjustments to enhance moving forward as the wider curriculum has changed and the school is also looking at some computational training and ideas around unplugged training.
- **R.E:** C&PC informed that this area will remain the same as the school uses Wirral SACRE Policy (which is a requirement as a maintained school). A. Ward is currently reviewing provision in his role as governor.
- **SRE including E-safety and CSE guidance:** This will need a lot of work by SLT and input from Governor's as the school is going to look towards a working party given recent government announcements. This will be discussed at next meeting once draft policies have had a chance to be firmed.

Item 16 Committee Training Request for 2018/19

None discussed.

Item 17 Date and focus of next meeting

Meeting Finished @ 7:30pm

Date of next meeting – Thursday 2nd May @ 5:30pm

Chair Sign Off

Date

Page	Item	Summary of actions from C&P meeting	Whom	Date to be completed
5	10	<u>ACTION 1(02/19):</u> T. Skarratts- Jackson to share updated Mental Health and Well Being Strategy document with K. Choudhary for circulation.	T. Skarratts-Jackson	March '19
7	13	<u>ACTION 2(02/19):</u> T. Skarratts- Jackson to share Safeguarding LAC Report with K. Choudhary for circulation.	T. Skarratts-Jackson	March '19
7	14	<u>ACTION 3(02/19):</u> SLT will seek appropriate permission rights with regards logos and photos and look to put on the website.	SLT	March '19