



# St George's Primary School

**St George's Primary School**  
**Curriculum and Pastoral Committee Meeting**  
**Thursday 2<sup>nd</sup> May 2019**  
**Upper Hall Lower Site 5:30pm**

**Present**

<b>Community Governors</b>	B. Clark A. Ward M. Wiggins	Chair of C&P Committee
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<b>Parent Governors</b>	C. Scott P. Dunning C. Lucking
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<b>Staff Governors</b>	L. Horton B. Cassidy
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<b>Also Present</b>	G. Dunne L. Mitchell J. Taylor K. Choudhary	Clerk
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<b>Apologies</b>	T. Skarratts-Jackson
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**Item 1 Welcome, Apologies and Declarations of AoB**

Chair welcomed the group and apologies were accepted as above.

**AOB** - Chair stated that the school has received a complaint from parents and this will need to be touched on in AOB.

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**Item 2 Minutes of previous meeting**

Circulated as part of the papers.

Accepted as a true and accurate record.

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**Item 3 Matter Arising**

All actions from previous meeting have been completed.

**Standards Committee and School Development Plan:** C&PC reminded that it was agreed (with the view of saving time and removing duplication) that SC would be responsible for reviewing the SPD however for transparency, the document is made available to all governors.

**Computing curriculum:** C&PC informed that SLT has set up a working party for staff and that the school has successfully applied for a bursary grant for further staff development. C&PC informed that the school has commissioned High Impact to work with staff to develop the curriculum further.

**R.E curriculum:** The school has been informed that Wirral SACRE is currently reviewing its curriculum and as such, the school has halted their curriculum review to wait for the outcome of this.

Governors and national testing review – C&PC reminded that nominee governors have been asked 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 will send a reminder to M. Wiggins, B. Clark and P. Dunning (nominated governors as per previous meeting) on next steps.

**Spring Term Safeguarding Update:** SLT stated that in T. Skarratts-Jackson's absence the school will not be looking to submit a full report unless governors want it?

C&PC asked are there any big issues on it?

**RESOLUTION:** SLT stated that the school is currently facing no challenging issues

C&PC accepted SLT not submitting the full report and will waiting until the next C&PC meeting.

#### **Item 4 INSET Day Arrangements for 2019-20**

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Circulated as part of the papers.

C&PC shared INSET Day Arrangements as follows;

##### **Monday 2<sup>nd</sup> September**

AM: Promoting an outstanding quality of education across the curriculum (SLT)

PM: What does computing look like if it is integrated across the curriculum? (Hi-Impact)

##### **Tuesday 3<sup>rd</sup> September**

Maximising use of SIMs 8 as our new MIS (SIMs and SLT)

##### **Friday 25<sup>th</sup> October - Wallasey Alliance**

Excellence in Humanities Conference

Promoting mental health and Well Being in Early Years

Ensuring high quality reading (TAs)

##### **Monday 4<sup>th</sup> November**

Getting to Grips with the Creative Arts (creative Arts Team)

##### **Monday 20<sup>th</sup> July (closed and swapped to twilights)**

##### **Twilight Sessions**

##### **Teachers:**

Making Peer Observations Work (SLT)

Embedding Coaching 1 (SLT)  
Safeguarding – Drugs Policy

**TAs:**

3 x SEND support and intervention

SLT stated that governors are welcome to attend the training sessions.

C&PC informed that WA training will be held in variety of schools.

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**Item 5 OTIP Update**

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J. Taylor tabled an OTIP Report.

C&PC informed that a celebration event took place in February for cohort 3. Staff were really positive about the impact that the training has had on their own classroom.

14 teachers and 3 TAs will have completed the PTIP training by July '19. TAs have joined with their link teachers so that they are completing this together. 2 teachers have started but not completed the training.

OTIP teachers have held workshops for others during staff meeting times.

TA training afternoon completed to support TAs with the pedagogy and terminology used in OTIP. Feedback from TAs included that they had included more engagement opportunities for interventions to encourage participation.

OTIP pedagogy to be maintained and kept at the forefront of teaching. Bulletins, briefings and planning meetings should still shine a light on the strategies and ideas.

SLT passed on thanks for J. Taylor for her endeavours in this area and informed C&PC that she will be stepping back from the lead role and as of yet, the school has not identified their preferred model of leadership to take over this role. Whatever model is in place J. Taylor will continue to contribute (just not as designated lead).

C&PC thanked J Taylor for her hard work & commitment to OTIP.

J. Taylor left the meeting.

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**Item 6 SEND Priorities and Commissioning for 2019-20**

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C&PC informed that S. Huxley had offered to attend the meeting however given that she only works part time, SLT suggested that they were able to deliver the report on her behalf (and S. Huxley attended Spring Term meeting)

SLT stated that the school is looking towards commissioning following SEND support in the new academic year;

- Educational Psychologist x 6 days to prep for statutory assessments/advice. The cost to the school will be in the region of £3k. C&PC reminded that the LA still has the legal responsibility to perform a statutory assessment however it was suggested that the LA is under considerable pressure and the school needs to be proactive to address pupils needs.
- The school has recommissioned Talk About Town (speech and language specialist) for next academic year and there are currently has 24 being supported and are 16 referrals waiting to be seen.

- The school is aiming for a Dyslexia Focus for the new academic year with the view of improve IAG for staff and parents. The school will be commissioning a new screening system using the GL dyslexia profile which focuses on processing, executive functions and working memory.
- The school has secured ELSA SEND training for two members of support staff.
- The school will be reviewing its current SEMH offer to ensure it is coherent with all areas of the school.

C&PC asked has there been any announcements or updates on the proposed additional funding for SEND by the government?

**RESOLUTION:** No, however the school does have partial funding for 6 pupils already and 5 pupils are ready for assessment. SLT reassured C&PC that this funding will be ringfenced for these learners.

C&PC asked how does funding asked how much partial funding equate to?

**RESOLUTION:** SLT stated that when a school received a funding agreement for a learner, the school is expected to put in the first £7k and the dependant on the 'units' of work required, this can cost an additional £1.4k per unit – with some learners needs totalling £16.8k (7k provided from school's budget).

## **Item 7 MALTA Read IT Project and Accelerated Reader**

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Circulated as part of the papers.

L.Horton presented project. C&PC reminded that the school are working alongside 6 schools from Malta on a project to improve reading across the schools.

The first visit took place in February '19 and was aimed at school leaders and consultants from the Secretariat of Catholic Education Malta. They attended 3 days of training at the school which included;

- One day of RWInc leadership training
- Leadership training and action planning delivered by St George's team
- Observations of phonics in KS1 and English lessons in year 5 and 6
- Social event after school to build relations between schools.

The second visit took place in April '19 and was aimed at school teachers, and consultants from the Secretariat Catholic Education Malta. They attended 2 days of RWInc training and spent time observing phonics lessons in KS1. The Maltese teachers met with the St George's staff after school for afternoon tea and were able to have visits around the school in small groups and talk to staff.

C&PC informed that there are additional visits scheduled for;

- 10<sup>th</sup> to 13<sup>th</sup> July '19: Literacy training from RWInc and observations in School across all year groups.
- September '19: training on spelling and handwriting
- February '19: content to be confirmed.
- June '20: school staff to visit Malta.

SLT suggested that the whole experience has been a real benefit for staff and lots of lessons have been learner – in both directions.

C&PC informed that the project has drawn down funding of €26K from Erasmus and the school intends to use this funding to;

- Update the schools book stocks – particularly in KS1.
- Commission Literacy Counts to work with the school's literacy leads further.
- The biggest proportion of the funding is ringfenced for project called Accelerated Reading – a 3-year project to help learners review books they have read and earn credits for the number of books they have read.

SLT have engaged another school that are currently using Accelerated Reading and this has been really well received there.

C&PC asked can parents review the online system to see what books are being read?

**RESOLUTION:** SLT suggested that the initial focus will be towards the school however parent will be able to see information in due course.

C&PC stated that given the costs of books, would it not be prudent to consider moving towards e-books?

**RESOLUTION:** SLT conceded that while there is a place for e-books, learners should be encouraged and signposted towards 'picking up a book' and the library available on e-books is not as widely available.

SLT stated that there is a logistics challenging in preparing and scanning new books into the system and that staff will need sufficient time to complete this task. C&PC suggested that they may be willing to assist in this task.

B. Cassidy thanked L. Horton for her excellent work on the project so far.

C&PC passed on its thanks to all staff involved.

**ACTION 1(05/19):** SLT to send email inviting Governors to assist in this task when a date's have been set.

## **Item 8 Spring Term Attendance Report**

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Circulated as part of the papers.

SLT stated that this report sits on the termly agenda given that there have been issues with levels of attendance and transparency in the past.

C&PC reminded that this is a RAG rated working document and updated every half term.

SLT stated that there has been a gradual improvement in attendance overall and any persistence absence or vulnerable groups receive interventions to address lower levels of attendance.

SLT highlighted that the school has seen a significant improvement in PP learner attendance and that SC is responsible to reviewing this document.

C&PC informed that that while there has been some improvement in Y5 & Y6, there is still a drop off from Y4.

SLT stated that the introduction of 30 hours has seen an improvement in attendance, suggesting the attendance in nursery is at circa 97%.  
C&PC noted that (generally) boy's attendance is better than girls across the school.

**RESOLUTION:** SLT stated that this marginal difference is replicated nationally.

C&PC asked what is the time frame for addressing poor absentee levels for more vulnerable groups with external services?

**RESOLUTION:** 4 months at least for CAMHs, however there are staff members trained to deal with a variety of issues, for example, bereavement.

## **Item 9 Spring Term Behaviour Report**

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Circulated as part of the papers.

SLT stated that overall, a significant focus of staff's work is on ensure that the learners display good levels of behaviour.

The school is seeing circa less than one negative report a day and very few of these are classroom based. As such, these incidents are occurring socially whether that is in the playground, outside of school or online.

SLT stated that the level of red cards issues is very low given the size of the school however staff do investigate who at the learners, how was the red card earned and if the learner is a persistent offender. C&PC stated that in under the previous SLT regime a lot of learners would simply have been excluded.

SLT reported that the school has not had any incidents of bullying this term however there has been 3 incidents of racism – all in Y6. It was suggested that there is an issue being addressed in Y6 with regards respectful language which is evidenced socially and online. As such, SLT have had to have some difficult conversations with parents who have just seen the behaviour as 'a bit of banter' and the schools standards are too high. SLT have been very clear that the school does not agree and the school will not accept such behaviour – nor language.

SLT stated that within school, SLT are building a culture that prejudice language is not tolerated.

C&PC asked do parents know that the age of criminal responsibility is 10 years old?

**RESOLUTION:** The school does work with learners and has informed parents.

## **Item 10 Review School Anti Bullying Policy**

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Circulated as part of the papers.

C&PC informed that this policy needs to be reviewed annually however the school will not be changing the current policy as it is felt to be very robust in its current format.

C&PC informed that the document is regularly referred to when engaging with students as the school does a lot of work in this area.

C&PC informed that the lead governor role for Anti Bullying is currently vacant.

C. Lucking nominated and P. Dunning seconded. **C. Lucking approved as Anti Bullying Lead Governor.**

**ACTION 2(05/19):** B. Cassidy to update Anti Bullying Policy and website accordingly.

#### **Item 11 New LA Drugs Policy**

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Circulated as part of the papers.

C&PC informed that the LA has recently commissioned a new Drugs Policy which the school will be looking to adopt. It was stated that the school must have a drugs policy and if the school was not willing to accept the recently commissioned policy, the new would have to create their own.

SLT stated that the policy includes both learners and staff and suggested that the new policy is welcomed as previous versions were not robust.

C&PC stated that are happy to accept the policy. **Drugs Policy ratified.**

#### **Item 12 Home Learning at St Georges**

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C&PC reminded that this is reviewed annually and the key focus is on practice and basic skills for;

- Reading
- Mental maths and fluency
- Phonics and spellings
- Occasional topic work
- Provide transition work for year 6 with Key Skills/SATs booklets

C&PC reminded of the recent changes to the 11+ testing arrangements last year and that learners will be sent to test centres for assessment. Testing will be in late September '19. The school is delivering booster session for those that want them.

C&PC stated that they are happy with the current school arrangements for home learning and its focus.

#### **ITEM 13 Promoting British Values**

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Circulated are part of the papers.

C&PC reminded that this a statutory obligation and the school promotes British values throughout the ethos of the school but also integrates it into the respect framework.

SLT highlighted that *'Fundamental British values refer to the values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs'*

C&PC stated that they are very happy to see the school are taking such a proactive stance of this agenda.

SLT informed that the current Prevent Policy is 2-years old and due for renewal and the school has also put in place a risk assessment. SLT stated that the risk of extremism in the local community is much more likely to be towards the far-right views and this is a key national priority.

C&PC suggested that there is also a threat from the far-left wing movement.

SLT stated that the school is currently in green across all areas.

#### **Item 14 Review Priorities for C&PC**

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C&PC reflected on the group's priorities for 2018/19;

- Ensure the development of foundation stage curriculum
- Improve attendance further
- Support the school's drive to improve health and well-being

SLT suggested that these priorities have been well driven through. SLT stated that the school is full on F2 subscriptions which is a marked improvement on recent year's figures. SLT highlighted that the school could have been full last year however there was a mismanaged administrative process by the LA.

C&PC asked how F1 is looking?

**RESOLUTION:** The school has seen considerable improvement of the subscription numbers. At the moment the school is looking at a full class of 30 pupils for 30 hours. There are smaller numbers for separate morning and afternoon sessions however it was suggested that there is always a surge in numbers circa May. As such, numbers are looking very healthy.

#### **Item 15 Annual Planner**

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Circulated as part of the papers.

C&PC informed that B. Clark and B. Cassidy met recently to review the annual planner. It was suggested that;

- SC now takes responsibility for the SDP – and C&PC will review.
- There is a pupil voice meeting in the beginning of new academic year to review the school's learner voice.
- The Drugs Policy is added to the planner to be reviewed bi-annually.

C&PC accepted the policy change suggested. **Annual Planner ratified.**

#### **Item 16 AOB**

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C&PC informed that the school has received a complaint from parents and that the complaint will be responded to. Chair stated that he and C. Scott met with B. Cassidy prior to the meeting to review the complaint, how it has been investigated and the suitability of the school's response.

**ACTION 3(05/19):** K. Choudhary to send letter to inform Parents out discussion outcome.

#### **Item 17 Date and focus of next meeting**

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**Meeting Finished @ 7:20pm**

Date of next meeting – TBC

**ACTION 4(05/19):** K. Choudhary to share 2019/20 dates for all committees at FGB.



Chair Sign Off  
Date

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Page	Item	Summary of actions from C&P meeting
5	7	<b><u>ACTION 1(05/19):</u></b> SLT to send email inviting Governors to assist in this task when a date's have been set.
6	10	<b><u>ACTION 2(05/19):</u></b> B. Cassidy to update Anti Bullying Policy accordingly.
8	16	<b><u>ACTION 3(05/19):</u></b> K. Choudhary to send letter to inform Parents out discussion outcome.
8	17	<b><u>ACTION 4(05/19):</u></b> K. Choudhary to share 2019/20 dates for all committees at FGB.