



**DRAFT MINUTES OF THE TEACHING & LEARNING COMMITTEE
OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON
WEDNESDAY 18TH NOVEMBER 2020**

Present:

Name	Initials	Category of governor / role	Term of Office	Presence
Sandra Brierley	SB	Head teacher	N/A	Present
Althea Marshall	AM	Foundation	22/05/2017 – 21/05/2021	Present
Nick Blackham	NB	Staff	28/03/2018-27/03/2022	Present
Roy Vidal	RV	Foundation	01/09/2019-30/08/2022	Present
Christina Boey	CB	Observer	N/A	Present
Shara Canning	SC	Observer	N/A	Present
Audrey	A	Observer	N/A	Present

Clerk: Mrs Sarah Davies (Clerk to the Governors, Hackney Education)

ACTION LOG

Item	Action	Responsible	Date by
4.2	Ms Sandra Brierley to circulate the updated School Improvement Plan to Committee members for discussion at the next meeting.	Headteacher	Next Committee meeting.
5.1	Data to be reviewed at the next Committee meeting.	Headteacher / Clerk	Next Committee meeting
5.1	Attendance data for Autumn and Spring term to be presented at the next Committee meeting.	Headteacher / Clerk	Next Committee meeting

5.3	Quality of Education to be discussed at the next Committee meeting.	Headteacher / Clerk	Next Committee meeting
6.1	Governors to be shown the Class Dojo meeting at the next meeting.	Headteacher / Clerk	Next Committee meeting
7.2	RSE training to be circulated to Committee members.	Headteacher	ASAP

The meeting opened at 7.30pm

Part 1: Non-confidential – Main Business

1. Welcome & Opening Prayer

All were welcomed to the meeting and introductions were undertaken.

Sandra Brierley began the meeting with a prayer.

2. Acknowledgement and Agreement of Virtual Meeting in line with GDPR regulations and school policy.

Governors acknowledged and agreed that the meeting would be held virtually in these exceptional circumstances in line with GDPR.

3. Committee Organisation

3.1 Election of Chair and Vice Chair for Academic Year 2020-21

Sandra Brierley nominated Roy Vidal, this was seconded by Nick Blackham. All **agreed** that Roy Vidal would be the Chair of the Teaching and Learning Committee for the academic year 2020-2021.

Roy Vidal nominated Althea Marshall as Vice Chair, this was seconded by Nick Blackham. All **agreed** that Althea Marshall would be the Vice Chair of the Teaching and Learning Committee for the academic year 2020-21.

3.2 Apologies and consent for absence

No apologies were received from David Akinyemi, however it appears that the papers were not circulated to him prior to the meeting.

3.3 Declarations of Interest / Business Interests

There were no declarations of interests received.

3.4 Committee Membership

There were no changes to the Committee membership. It was noted that once the potential Governors were confirmed by the Diocese then the Governors would join the appropriate Committee.

4. Minutes of the last meeting

4.1 Minutes of the Previous meeting held on 8th July 2020

The minutes of the last meeting held on 8th July 2020 were **agreed** as a true and accurate record of the meeting.

4.2 Matters Arising

It was confirmed that all actions had been completed.

Ms Sandra Brierley noted that the School Improvement Plan is to be finalised and would be circulated electronically in the next few weeks for discussion at the next meeting.

ACTION - Ms Sandra Brierley to circulate the updated School Improvement Plan to Committee members for discussion at the next meeting.

4.3 Chair to report on any urgent action taken

It was confirmed that there was no action to report.

5. Headteacher Updates

5.1 Progress Data and Attendance

Nick Blackham discussed the progress sheet which had been circulated to Governors prior to the meeting.

Governors were informed that in September the school invested in a new tracking system, Target Tracker, for students and it was confirmed that all data had now been inputted. An assessment was undertaken before half term to illustrate what gaps remain after the first half term.

The overall sheet was shown and discussed and gave an understanding of where the school is and where each year group is. It was confirmed that the focus this half term had been the core subjects of reading, writing and maths.

Governors were informed that the risk section outlined those students who required targeted support, such as small groups and targeted computer programmes, to enable them to reach the 'At' section by the end of the year.

Ms Sandra Brierley noted that in a normal year it was expected that 80% of students were achieving the 'At Expected' level and the school is currently around 70% which they believe is positive given the current climate.

Governors reviewed each year group.

Governor Question – what is the thinking of having the risk and below sections; is there a big difference between the two?

Answer – at risk students are those who should be able to catch up through interventions. Those in the below section tend to be pupils with special educational needs.

Governor Question – is there work in Maths needed across the board?

Answer – yes, in Maths students are required to follow all the steps and building blocks. Pupils are struggling with the reasoning, whereas arithmetic remained strong.

Ms Sandra Brierley confirmed that the catch up funding available is at £80 per child. Progress meetings had been undertaken to identify the students who would benefit from the interventions.

It was confirmed that the data would be reviewed at the next meeting.

ACTION: data to be reviewed at the next Committee meeting.

Attendance – Governors reviewed the current data by Year group. It is believed that there remains a fear about coronavirus and returning to school. It was confirmed that home visits had been undertaken every 2 to 3 weeks and work had been sent. Governors were informed that it was unlikely that these children would return this academic year, which will impact on the attendance rate. The school have been working with educational welfare Governors were informed that last week attendance was 95/96% without the absent group and around 85% including the group.

Attendance data is to be presented at the next meeting for this term and Spring term.

ACTION – Attendance data for Autumn and Spring term to be presented at the next Committee meeting.

5.2 Wellbeing, Mental Health & Resilience

Ms Sandra Brierley confirmed that since the beginning of term students and staff had been engaged in a range of initiatives to ensure they return to school happy, healthy and confident. Circle time is held with the pupils which gives them time to say their feelings.

The SENCO continues to work closely with CAHMS to raise the importance of wellbeing of pupils.

An outreach support service is now in school to support children and staff with 1-2-1 sessions.

5.3 Quality of Education

Ms Sandra Brierley confirmed that the focus this term had been on students returning to school. Lesson observations had not yet taken place as staff are remaining in their bubbles. The first round of assessments had been undertaken as well as pupil progress meetings. The next steps are to review pupil's books. It was agreed that an update on quality of education would be discussed at the next meeting.

ACTION – Quality of Education to be discussed at the next Committee meeting.

6. Policies

6.1 Positive Behaviour

Ms Sandra Brierley stated that the whole school policy is based on 'stay on green'. The policy had been updated to include what is being used for rewards now; the school are now using super skills and class dojo now. This has been updated in the policy.

Governors are to be shown the Class Dojo app at next meeting.

ACTION – Governors to be shown the Class Dojo meeting at the next meeting.

Governors **agreed** to accept the policy.

6.2 RE

Governors **agreed** the policy.

6.3 Reading

It was confirmed that there had been no changes to the policy.

Governors **agreed** the policy.

6.4 Foundation Stage

Ms Sandra Brierley stated that the policy had been updated with information about the 2017 statutory framework for EYFS, the learning journey and use of Tapestry had been updated.

Governors **agreed** the policy.

7. Curriculum Update

7.1 Recovery Curriculum

Discussed above in item 4.1.

7.2 Relationship and Sex Education (RSE)

Ms Sandra Brierley stated that RSE becomes statutory this year. The school have embarked upon consultation with staff, parents, governors and pupils. The consultation is now up and running with information on the website and information has been sent home. An email address had been set up for parents' worries and concerns. The consultation is to run until 18th December and the responses will be reviewed.

Ms Sandra Brierley held training for staff and Governors today, which was recorded and would be circulate to Committee members.

ACTION – RSE training to be circulated to Committee members.

The school had adopted a model policy and curriculum from the Diocese which includes materials which had been signed off by the Diocese. The scheme is called Ten Ten.

Governor Question – do parents understand the consultation process?

Answer – this had been included in the newsletter and on the website. Log in details are to be circulated to allow parents to review the resources.

8. Any other business

Amendments to policies; Governors requested that any changes made are highlighted to give an overview. Ms Sandra Brierley confirmed that this would be put into practice going forward.

Governor Question – what has happened with the new music package?

Answer – the school are not allowed to sing or share resources, so music is not currently being taught. This will be reviewed in the New Year.

9. Dates of next meetings

10th March 2021

7th July 2021

There were no confidential items for discussion.

The meeting ended at 8.30pm with a closing prayer.