



MINUTES OF THE MEETING OF THE TEACHING AND LEARNING COMMITTEE OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON WEDNESDAY 5 JULY 2023

Members:

Name	Initials	Role / category of governor	Term of Office End	Attendance / Apologies
Althea Marshall	AM	Foundation/Chair of Committee	01/05/2021 – 31/08/2024	Apologies
Sandra Brierley	SB	Headteacher	Ex officio	Present
Royer Vidal	RV	Foundation/Chair of Governors	01/09/2019 – 31/08/2023	Present – arrived at 7.40pm
Nick Blackham	NB	Staff	28/03/2020 - 27/03/2023	Present
Christina Boey	CB	Foundation, Vice of Chair Committee	01/06/2021 – 31/08/2024	Present

Clerk: Sarah Davies.

ACTION LOG

None.

The meeting started at 19:25.

Part 1: Non-confidential

1.	<p>Welcome & Opening Prayer</p> <p>All governors were welcomed to the meeting. The meeting was opened with a prayer.</p> <p>It was agreed that NB would Chair in the absence of AM.</p>
2.	<p>Agreement to virtual meeting in line with GDPR regulations and School policy</p> <p>Governors agreed for the meeting to be held virtually.</p>
3.	<p>Committee Organisation</p> <p><u>3.1 Governors to declare any interest, pecuniary or otherwise, in agenda items</u></p> <p>There were no items declared.</p>
4.	<p>Minutes of the Last Meeting</p> <p><u>4.1 Minutes of the Previous Meeting held on 25 January 2023</u></p> <p>Governors considered the minutes within the agenda pack and APPROVED the minutes of the meeting held on 25 January 2023 as a correct record.</p>

4.2 Matters Arising

The following updates were given:

Item	Action	Responsible	Status
3	All to complete declaration of interest forms on GovernorHub.	All	Complete
4.3	RV to send TAG meeting minutes to all Governors, for information.	RV	Complete
7	Governors to review self-evaluation form once circulated.	All	Complete
7	RV to circulate doodle poll to obtain Governors availability RE governor visit	RV	Complete

5. **Review agenda** and agree any confidential items
There were no confidential items for discussion.

6. **Urgent action** taken since the last meeting – Chair to report
There was no urgent action undertaken.

7. **RE Inspection Feedback**
SB confirmed that the report had not yet received and may be delayed due to two strike days. The report is due to be sent 10 to 15 working days after the inspection for the school to fact check and send back to the inspectors; five days after that the school will receive the final report. SB hoped to have the report by the end of term.
SB said the inspection went well and was very positive, with thanks to staff and parents, over 70 consultation responses were received, and the pupils were phenomenal. SB thanked the governors who attended who were amazing and gave a really positive picture of the school.

8. **Policies**

a) Teaching and Learning Policy

The policy had been updated as necessary to reflect the current practice.

Governors **agreed** the Teaching and Learning policy.

b) Homework Policy

The policy has been reviewed and no changes had been made.

Governors **agreed** the Homework policy.

c) EYFS Assessment Policy

The policy had been updated to include the reception baseline assessment.

Governor Question – how has it changed?

Answer – the assessment was not previously included in the policy.

Governor Question – is this the last year of KS1 SATS?

Answer – yes, in the future the progress made will be based on reception data compared to year 6 data.

Governors **agreed** the EYFS Assessment policy.

d) Writing Policy

The policy had been rewritten due to the new process of teaching writing introduced by the Literacy Coordinator.

	<p>Governors noted that the policy was very comprehensive and highlighted the amount of time teachers' are required to take to mark pupils work.</p> <p>Governor Question – do parents see teachers' marking? Answer – there are two parents evening a year and books are shown so the marking can be seen. Pre-Covid, the school held an assembly and invited parents to undertake a learning walk, this would start again in September.</p> <p>Governors agreed the Writing policy.</p> <p>e) <u>Calculation Policy</u> The policy had been reviewed and no changes made.</p> <p>Governors agreed the Calculation policy.</p>
9.	<p>Any other business A confidential item was to be discussed and recorded in the confidential minutes.</p>
10	<p>Decide whether any of the above should be confidential and if there are any new confidential items None of the items above needed to be recorded as confidential</p>
11	<p>Dates of Committee Meetings 2023/24 The proposed dates below would be agreed at the FGB meeting on 12 July. It was proposed that Committee meetings would remain online, with FGB meetings in person.</p> <p>Proposed Committee dates: 27 September 2023 29 March 2023 12 June 2023</p>

Meeting ended at 7.45pm