



Governing Body of *Coldean Primary School*

Learning together, inspiring each other

Education and Learning Committee meeting – minutes

Tuesday 29 January 2019 at 17.00 hours

Present: Dawn Lorec (DL – Chair), Cassie Palmer (CP), Sharon Terrill (ST), and Karis Cooper (KC).

In attendance: Nigel Watson (NW - deputy headteacher) and David Harvey (DH – clerk)

DL welcomed all those present to the meeting and DH declared it quorate.

1. Election of Chair and Vice Chair

DL and SH were nominated by ST and DL for the positions of Chair and Vice Chair respectively; and were elected unanimously.

2. **Apologies for absence** – were accepted from Steve Horne (SH – Vice Chair) and Samantha Fearn (SF).

3. **Declarations of interest** - There were no declarations of interest.

4. **Approval of Minutes of the last meeting** (10 July 2018) - These minutes were accepted by governors as a true account of those proceedings and were signed by DL.

5. Actions from the last meeting

- Circulation of full SATS data report for summer 2018 – done.

6. **Matters arising** – none.

7. Committee Terms of Reference (ToR) 2018/2019

The committee ToR were unanimously approved and signed by DL.

8. Autumn term 2018 data report review

CP paid tribute to the hard work done by NW in producing this report, a feat involving holding pupil progress meetings and collating data.

The Chair asked about the Age Related Expectations (ARE) figures for Reception (40 children) and 72.5% for reading, indicating these were below the baseline. NW explained that these were cumulative figures, highlighting the 9 (risk or higher), 6 (at or higher), 1 (above or higher) and 1 (significantly above) on reading. NW stated that 6 out of the 40 were where they should have been at Reception.

The Chair noted that ARE progress by the Reception cohort was significant (15 – at or higher); adding that OfSTED should look more closing at this intake when asking why more were not above ARE. NW agreed, stating that these children had had to have their social, communication, listening and attention skills built up; at the same time as beginning the basics of reading, writing and numbers learning.



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Governors expressed appreciation for the school's achievement on reading for Reception and Key Stage; noting that there were issues to work on with regard to Key Stage 1 (reading was below targets in Years 1 and 2) which were being addressed by means of interventions. KC added that having the new timetable approved this week would help; NW stated that additional teaching assistants (TAs) had been taken on as well to help with Years 1 and 2. The Chair noted the changes in pedagogy for writing in Year 1. CP stated that staff were adjusting to planning changes, with writing to be done around quality texts. NW informed the committee that the school had used the services of an adviser to help with teaching of writing. NW stated that this involved the methodology of using dictation separately to creative writing; with the aim of children being able to write a complete sentence by the end of Year 1.

9. Raising Attainment Plan (RAP)

NW spoke of using paired writing as a way forward. CP added that the school had looked at writing since the autumn term, focusing on grammatical knowledge. CP stated that the Writing Assessment Criteria (WAC) sheets had been rewritten at the end of last term; also that the interim framework in use over the last two years was now being used as the main framework. CP expressed confidence that teachers now knew the curriculum better, specifically how ARE should appear at each stage, e.g. on noun phrases.

The Chair asked if this was now set out in the WACs. CP confirmed this was the case, with meanings now clarified. CP added that, as a result of writing moderation, the school was now looking at editing skills. CP explained that proof reading (spelling and punctuation) and editing to ensure effectiveness of language were now separated out in the WAC sheets. CP added that staff had recently undertaken a training course on Greater Depth in writing.

The Chair asked about use of counting sticks, with regards to mathematics. CP confirmed that children were responding well to tuition, particularly with regard to the 'fact of the week'; impact would be noticed very shortly.

The Chair asked about ARE for the end of February and July. NW explained that 80% was an aspirational target, with 20% being at greater depth – this was where national figures were going. NW believed that Coldean was not far off achieving this level - although Year 2 was a concern, others were above in Greater Depth and ARE. NW confirmed that these targets would be in place for Years 1, 3 and 5 to feed into 6, noting too that scores for individual subjects had gone up.

The Chair asked about the red area and what was being done to address this concern. CP stated that the school was considering better ways to tackle English reading, to address the tail end of children not near ARE and had brought in use of reading journals. CP explained that whole class reads were now in place, rather than the carousel approach. CP stated that the reading journals were now being developed further and trialled with Years 4 and 6, to look at different skills needed for reading. CP pointed to the benefits of modelling reading every day to the whole class – children had enjoyed this approach.

The Chair asked if a single book was done every term. CP stated that this was more a case of two or three. KC added that lower ability readers were listening and could answer questions, showing more engagement. CP stated that weaker readers were being given one to one interventions, with the result of the tail end now being shorter.

The Chair asked about Year 6. NW stated that in the autumn term past KS2 papers had been used to assess these children. NW informed the Committee that data extracted from these papers had been sent to an outside analysis company – Pixel – who had provided a



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summary and focus on what children could and could not do. NW described the follow up process in detail, noting that the result had been for the school to identify more able children and gaps, allowing for planned interventions.

10. Pupil Premium (PP)

NW described the main focus for use of PP funding as the Year 2 disadvantaged pupils, given that only 31% were on track for reading. NW pointed to the overall figure of 66% for the whole school as being on track (or better) for reading; non PP children were 80% pointing to the gap being better than the national figure. NW illustrated this point further by providing further statistics – writing 61% v 74% (disadvantaged v non-disadvantaged); ad mathematics 65% v 80%.

NW highlighted Year 1 where the gap was larger on reading and writing; Year 2 where there was a gap and targets were not being hit – only 31% were on track. NW stated that staff were being paid out of the PP funding to support these children.

11. Attendance

NW informed the Committee that the school's overall absence figure for 2019 was 4.15%; which was less than 4.96% for the year before. NW highlighted the figure of 10.76% for persistent absence as a significant drop from before. NW also mentioned that absence for disadvantaged and looked after children had gone down, but would nevertheless be a focus for the headteacher to make this lower still.

12. Behaviour

NW drew attention to the figures listed, showing a reduction in several categories, including aggression in the playground and disruption in the classroom.

The Chair asked if the improvements made to the playground facilities had made an impact. NW believed this to be the case, pointing to the 260 cases recorded in 2015, now reduced to 107. CP commented this showed the positive impact of implementing the restorative justice process.

NW highlighted the new category of observation, e.g. extraneous information that did not fit in any other place.

13. Admissions

NW drew attention to the anticipated drop in Reception figures from last year, adding that the birth rate for Brighton and Hove had gone down and other schools were in a similar position to Coldean in having spaces.

14. Shanghai teachers

CP highlighted the recent Hove town hall event, where children had been proud to be the centre of attention. NW paid tribute to the hard work done by Emma Gale over the two weeks of the Shanghai visit.

15. Any Other Business – None.



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16. **Date of next meeting** – 2 April 2019

17. **Agreements / recommendations made at the meeting :-**

ACTION	BY WHOM
None.	

I confirm this to be a true representation of the Committee meeting on this day

..... ChairDate