

The Federation of Abbey Schools Academy Trust

Teaching & Learning Committee

Minutes

Date & Time: 5.00pm on Tuesday 17th November 2015.

Present Governors: Mrs E de la Motte, Mr G Ford and Mrs E McCue.

Also in Attendance: Mr J. Deane (Governor) and Mrs L Hawksby (Clerk to the Governing Body).

<u>ITEM</u>	<u>DESCRIPTION OF DISCUSSION</u>	<u>ACTION BY</u>
1.	<p>(Note: The meeting commenced at 5.15pm when the quorum of three Governors were present.)</p> <p>Election of Chair for the ensuing Academic Year</p> <p>The Clerk to the Governing Body opened the meeting in the absence of a Chair. Nominations were sought and received for the position of Chair of the Teaching & Learning Committee for the ensuing Academic Year.</p> <p>RESOLVED:</p> <p>That Mrs E de la Motte be appointed Chair of the Teaching & Learning Committee for the ensuing Academic Year.</p> <p><i>(Note: Mrs E de la Motte was in the Chair for the remainder of the meeting.)</i></p>	
2.	<p>Election of Vice-Chair for the ensuing Academic Year</p> <p>In the absence of other non-staff Governors it was agreed to defer the election of the Vice Chair of the Committee until the next meeting scheduled for 23rd February 2016.</p> <p>RESOLVED:</p> <p>That the election of the Vice Chair of the Teaching & Learning Committee be deferred until the next meeting of the Committee scheduled for the 23rd February 2016.</p>	

<p>3.</p>	<p>Apologies for Absence</p> <p>Apologies of absence were received and accepted from:-</p> <ul style="list-style-type: none"> • Ms S Baker • Dr L Bryant • Mr M J Fryer • Miss A Noel 	
<p>4.</p>	<p>Notification of Items of Other Business</p> <p>There were no Items of Other Business to report.</p>	
<p>5.</p>	<p>Declaration of personal and pecuniary interests in any matters arising from the Agenda of the current meeting</p> <p>There were no declarations of personal or pecuniary interests in any matters arising from the Agenda of the current meeting.</p>	
<p>6.</p>	<p>Approval of Minutes</p> <p>a) Approval of Minutes – Tuesday 2nd June 2015.</p> <p>RESOLVED:</p> <p>That the Minutes of the meeting of the Committee held on Tuesday 2nd June 2015 be confirmed and signed as an accurate record by the Chair.</p> <p>b) Matters Arising –</p> <p>It was noted that in relation to Minute 9 the impact of money spent from the sports funding allocation was published on the school web-site. It was agreed that it would be useful if new items being added to the web-site could be tweeted via the schools' twitter feed.</p>	
<p>STANDING ITEMS OF THE COMMITTEE: AUTUMN TERM (Items 7 - 12)</p>		
<p>7.</p>	<p>Attendance Summary</p> <p>The Head Teacher (E.M) reported on the attendance summary for the school for the period from the 1st September 2015 to 13th November 2015. A copy of a report setting out attendance for Early Years Foundation Stage, Key Stage 1 and Key Stage 2 was circulated at the meeting. It was noted that attendance at</p>	

<p>8.</p>	<p>the school was high, with very few unauthorised absences across all stages.</p> <p>RESOLVED:</p> <p>That the report be noted.</p> <p>RAISEonline</p> <p>A copy of the RAISEonline 2014 Summary report of 'G' (Governor Papers) for both the Infants and Juniors was appended to the Agenda.</p> <p>The Head Teacher (E.M) provided an overview of attainment for Key Stage 1. She advised that results had been very positive. The committee was pleased to note that disadvantaged pupils were achieving a pass mark in phonics in Year 1. Attainment in 'level 3' was also very positive in both reading and maths, with an average point score of 'significant +'.</p> <p>The Head Teacher (G.F) also reported on attainment and progress for Key Stage 2. Progress was ascertained for Key Stage 2 pupils using data obtained from their attainment at Key Stage 1 and measuring their expected and more than expected progress. It was noted both attainment and progress was very good for Key Stage 2. The Teacher assessments were found to be close to the results achieved. One area for strengthening was boys' writing which had a slight dip in the last academic year and this had been addressed in the new 2015/16 School Improvement Plan.</p> <p>It was also noted that progress was continually monitored using the School's software system of 'Target Tracker' and that this system was now being used for monitoring and compiling progress in the new 'life without levels' abbey curriculum. Target Tracker was also used for example to monitor the progress of Special Educational Needs and vulnerable children.</p> <p>RESOLVED:</p> <p>That the report be noted.</p>	
<p>9.</p>	<p>School Improvement Plan – (Curriculum Content) Summary Evaluation of the 2014/15 SIP and Summary of the 2015/16 SIP</p> <p>The Head Teacher (E.M) provided an evaluation of the 2014/2015 School Improvement Plan (SIP) and the resulting outcomes which were set out in the summary report. It was noted that all prime learning goals in the EYFS (Early Years Foundation Stage) had improved on the 2014 outcomes. Outcomes for boys have matched those of girls in 2015 in 'expected' or 'exceeding'. In Key Stage 1, 92.2% of Year 1 pupils were at the expected level in Phonics. Year 2 children had achieved well above national expectations in the end of key</p>	

10.	<p>stage assessments. In Key Stage 2 'more than expected progress' was made as follows: 75% in reading, 45% in writing, 57% in maths and 64% in science. It was also noted Individual SEN pupils made good progress at their level of ability, with vulnerable children monitored closely to ensure they maintained good progress in core subjects.</p> <p>The Head Teacher (E.M) also reported on the SIP 2015/16 which set out targeted improvements for the academic year. The new targets set for the 2015/16 Year included improving observation techniques in the EYFS (Early Years Foundation Stage) of child led learning, in order to collect evidence of children achieving Early Learning Goals. KS1 And KS2 key targets included developing strategies to close the gap between genders in writing.</p> <p>It was noted that the new Darlington Religious Education Syllabus had just recently been agreed and would be implemented shortly.</p> <p>The Head Teachers (E.M) and (G.F) advised that the end of year school reports would be presented in a slightly new format to reflect the new 'life without levels' way of reporting progress. It was agreed that it would be useful to bring the new report format back to the next meeting of the Committee for Governors information.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That the report be noted. b) That the new end of year report format be brought back to the next meeting of the Committee for Governors information. <p>School Self Evaluation - Timetable</p> <p>A copy of the School's self-evaluation timetable for 2015 -16 was circulated at the meeting. It was noted that scrutiny of work was being carried out by the Senior Leadership Team and Curricular Teams. It was agreed that Governors could also be involved in some book scrutiny.</p> <p>RESOLVED:</p> <p>That the report be noted and that Governors be invited to be involved in some book scrutiny.</p>	<p><i>Head Teachers/Clerk</i></p> <p><i>Head Teachers</i></p>
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<p>11.</p>	<p>Review of Curriculum Observations Summary</p> <p>Further to Minute 11 (Teaching & Learning Committee 18th November 2014) the clerk circulated a copy of current links to curricular/specialist areas, the agreed minute setting out targets for the submission of reviews and remaining reviews completed during the last Academic Year.</p> <p>It was agreed in reviewing the success of the last academic years observations that it would be more effective if there were just one deadline date for submission by Governors of their observations and that this should be before the last meeting of the Teaching & Learning Committee in the Academic Year. However, Governors could still undertake more than one review on both the Infants and Juniors sites if they were so able. A summary report should then be brought back to the first meeting of the Teaching & Learning Committee in the new Academic Year, in order to allow for a more effective evaluation process.</p> <p>It was noted that the current Governor links to curricular/specialist areas would require updating by the Governing Body due to staff changes and a replacement Governor was required for 'Understanding the Arts' as Dr Jill Rayner was no longer a Governor.</p> <p>RESOLVED:</p> <ul style="list-style-type: none"> a) That one deadline date be set for the submission by Governors of their observations and that this should be before the last meeting of the Teaching & Learning Committee in the Academic Year. b) That a summary report be brought back to the first meeting of the Teaching & Learning Committee in the new Academic Year. c) That the current Governor links to curricular/specialist areas be updated by the Governing Body. 	<p><i>Clerk</i></p> <p><i>Governors/ Clerk</i></p> <p><i>Governors</i></p>
<p>12.</p>	<p>Partnership/Community</p> <p>The Head Teacher (E.M) reported on ongoing work with partnerships and within the community. She advised that Poppy Cross planting had been undertaken by Year 5 pupils with the Mayor and Mayoress at the Cenotaph. The Modeshift pupil involvement award at the north east regional final had been won by the school for work they had undertaken. Modeshift STARS (Sustainable Travel Accreditation and Recognition for Schools) is a national schools awards scheme that has been established to recognise schools that have demonstrated excellence in supporting cycling, walking and other forms of sustainable travel.</p> <p>It was also noted that the School had enrolled with the Scottish Country Dance Society's (RSCDS) accreditation scheme for</p>	

	<ul style="list-style-type: none"> • Data – (Progress and Tracking) • Monitoring School Improvement Plan (SIP) – Curriculum Content • Quality of Teaching & Learning – School Self Evaluation • Curriculum Observation Progress • Partnership/Community • Policy Review Table (To consider any policies due for review by the T&L Committee.) <p>(Governors walk around school)</p> <p style="text-align: center;">Polices Scheduled for Review:-</p> <ul style="list-style-type: none"> • E-Safety Policy 	<i>Clerk</i>
16.	<p>Approval of Documents for Public Inspection</p> <p>RESOLVED:</p> <p>That the Agenda, supporting documents and approved Minutes be made available for public inspection.</p>	<i>Clerk</i>
17.	<p>Date & Time of Next Meeting</p> <p>RESOLVED:</p> <p>That the next meeting of the Committee be held on Tuesday 23rd February 2016.</p> <p>The Meeting concluded at 6. 40 pm</p> <p>Approved by the Teaching & Learning Committee</p> <p>Date: _____</p> <p>Signature (Chair): _____</p> <p>Name: _____</p>	<i>Clerk</i>