



Committee Record

Date & Time		Attendance	Apologies	
Curriculum & Attainment Committee 15 th January 2018		Jill Rhodes, Catherine Homer, Carla Byng, Simon Yates, Lynne Cullens, Darren Locke, Naomi Thomas, Claire Reid, Janet cope. Chair – Jill Rhodes	Michelle Sawyer, Cath Blundell	
Item	Details	Notes	Action	Done
1	Apologies for Absence	Michelle Sawyer, Cath Blundell	Information and copy of minutes to be sent by email	Yes
2	Additional Items of Business	School Visits planned		
3	Conflict of Interest	None		
4	Membership			
5	Minutes of Previous Meeting	Read and Accepted		

6	Matters Arising	None		
7	Agenda Item #1	Terms of Reference – These have been accepted at the last meeting 8 th June 2017.	Governors Accepted	Yes
8	Agenda Item #2	Assessment Information – DL gave a data sheet out and explained that Assessments are now taking place more regularly, they could be weekly or every two weeks. The expected and exceeding section is on track in all areas. Maths has a high percentage with a good percentage of children going beyond. The data is taken from DCPRO which works an average out worked out from objectives that have been taught. There are approx. 20 – 30 objectives per year. Documents for Minutes\Termly percentage overview sheet RWM whole school end of autumn 17.docx	DL to give further assessment information at next meeting for comparison.	Yes
9	Agenda Item #3	SIP Visit – Margaret Burslem has produced a report from her last visit 9th November 2017. This report	Head and SLT to put measures in place to resolve these issues. Some have	Yes

		<p>points out certain areas that we need to work on and also matters that need urgent action.</p> <ul style="list-style-type: none"> • Tracking system needs to be updated. • Teachers who are insecure with the curriculum must be supported. • New Teachers must have a programme of support for them to teach effectively. • Headteacher and SLT must approve the support for any NQT joining the school. <p>DL explained some of these matters have already been resolved and we are working on the others.</p> <p>The Tracking system has now been changed so we can see the progress of the children at the end of each module of work taught.</p> <p>NT is working with our NQT and giving her a lot of support alongside EW. They have discussed with her about trying different ways of</p>	<p>already been put in place, others are ongoing.</p> <p>Report back to Governors at next meeting.</p>	
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		<p>working and teaching and has also managed to observe other staff members.</p> <p>NT advised that it may be an idea to look into bringing in professional outside help to improve certain areas like Maths, for e.g. challenging higher ability learners.</p> <p>JR said that perhaps this could be built into the next budget and to see if it's possible to share with other schools.</p> <p>Documents for Minutes\Report for Governors november 17 teaching and learning.docx</p>	DL & NT to research and find costings.	
10	Agenda Item #4	<p>School Development Plan – Governors to review documents and discuss at FGB meeting.</p> <p>Documents for Minutes\vine tree sdp 2017-2020 overview.docx</p>	Governors to review at FGB meeting	

11	Agenda Item #5	<p>Teaching and Learning Update – Governors to review documents and discuss at the FGB meeting. Documents for Minutes\Maths Action Plan 2017-2018.docx Documents for Minutes\ENGLISH Action Plan 2017-2018.docx Documents for Minutes\Early Years Action Plan 2017 - 18.docx</p>	Governors to review at FGB meeting	
7	Any Other Business	<p>Denbigh Trip for Year 3 – Governors are happy with this and approved it France Trip – DL explained a meeting is taking place 18th January 2018 for parents. The ratio of adults to children is 7 staff to 40 children which is acceptable. Safeguarding – DL explained we now have a new system called CPOMS which has replaced TOOTOOT for logging all our safeguarding issues. Year 6 Meeting for SATS – JR &</p>	<p>Governors Approved Governors are happy with this</p>	<p>Yes Yes</p>

		<p>CB attended, JR said it was very interesting and informative. It gave great insight. NT advised that all the information from that evening was sent home to parents who had been unable to attend.</p> <p>Skill matrix to be completed at next meeting.</p>		
11	Date & Time of Next Meeting	6 th June 2018 5.30pm		