



Beetham Church of England (Aided) Primary School

Governing Body

Minutes of a Meeting of the Curriculum and Staffing Committee held in Beetham Church of England (Aided) Primary School on Tuesday 9th May 2017 at 5.30pm

Present: Mrs Vivien Stirrup (VS – Chair, Foundation Governor)
Mr John Lomax (JL - Chair of Governing Body, Foundation Governor)
Mrs Kirsty Klijn (KK - Staff Governor)
Mrs Claire Kinnear (CK - Parent Governor)
Ms Wendy Nicholas (WN - Headteacher)

Apologies: N/A

In attendance: Mrs Sally Coyle (SC - Clerk to the Governing Body)

1. Welcome and apologies for absence	ACTION
VS welcomed everyone to the meeting.	
2. Governors' Declarations of Interest in Agenda Items	
None declared.	
3. Notification of AOB and Confidential Items	
<p>AOB – none raised.</p> <p>Confidential Items – Agenda Item 6.</p>	
4. Minutes of the Meeting held Monday 23 rd January 2017	
The minutes were <u>agreed</u> as a true record of the meeting. <i>Proposed: CK.</i> <i>Seconded: JL.</i>	
5. Matters arising from the Minutes	
<p>4. Ofsted Report</p> <ul style="list-style-type: none"> Full report reviewed by the Governing Body at the meeting held on the 31st January 	

<p>5. Home School Agreement</p> <ul style="list-style-type: none"> Action:- CK to liaise with WN and draft a new Home School Agreement for September 2017 	<p>CK/WN</p>
<p>7. CPD Tracking</p> <ul style="list-style-type: none"> KK confirmed that all CPD activity since September 2016 had been logged by staff and details were being added to the ScholarPack system by CK. Termly staff meetings would review the effectiveness and cost of all external and in-house training undertaken <p>Action:- KK to keep the committee updated on staff CPD</p>	<p>KK</p>
<p>7. Safer Recruitment/SCR/Safeguarding</p> <ul style="list-style-type: none"> WN confirmed that she had signed up to undertake the online NSPCC Safer Recruitment training. It was agreed that as VS no longer had access to the online training materials WN would undertake the training in partnership with VS and the Recruitment policy would be updated at the same time <p>Action:- VS/WN to liaise and agree a date</p> <ul style="list-style-type: none"> Governors discussed the safeguarding audit checks implemented by CK in conjunction with BS and highlighted the need to keep a formal log of them <p>Action:- CK to record all safeguarding checks undertaken with BS</p>	<p>VS/WN</p> <p>CK</p>
<p>8. Clerk to Governors Vacancy</p> <ul style="list-style-type: none"> No longer applicable. SC to remain in post 	
<p>10. Beetham Pre-School Update</p> <ul style="list-style-type: none"> Full discussion under Agenda Item 6 – <i>see confidential minutes</i> ParentMail – CK highlighted that she was investigating the possibility of the school signing up to the online ParentMail system to free up some of her time and provide additional support to WN. An annual cost of between £450-£470 was anticipated <p>Action:- CK to raise for discussion at the Governing Body meeting on the 16th May</p>	<p>CK</p>
<p>12. Policy Update</p> <p>Action:- CK to update governors at the meeting on the 16th May</p> <ul style="list-style-type: none"> TheSchoolBus – WN highlighted that the school had signed up TheSchoolBus online system, similar to the The Key, which provided guidance and advice alongside statutory and good practice resources. 99 logins were available to the school <p>Action:- WN to register all governors for TheSchoolBus system</p>	<p>CK</p> <p>WN</p>
<p>13. Science Review</p> <ul style="list-style-type: none"> Presented to governors at the meeting held on the 31st January 	

6. Staffing Update	
See Confidential Minutes.	
7. Pupil Progress and Performance Update	
<p>Governors discussed the latest tracking information up to the end of the Spring term for Writing, Reading, Maths and Science.</p> <p>Although the majority of pupils were making pleasing progress, concerns were raised with 5 Year 3 pupils who were not making expected progress in Writing and approx. 50% of Year 1 pupils who were not making expected progress in any of the 4 key subjects.</p> <p>WN highlighted that intervention was being put in place to support pupils and in some cases they were being taught separately in a single group of 5 to provide additional support. WN confirmed that the next staff meeting would focus on this subject to examine additional strategies that could be put in place.</p> <p>WN/KK highlighted that 2 pupils from the same family from Years 4/5 who were working at expected/greater depth had recently moved school and this would have a negative impact on the statistics going forward. Governors queried the reason for the move of school and were satisfied that this was no fault of staff at Beetham. Governors did however ask WN to record this clearly in the statistics.</p> <p>Action:- WN to circulate updated data for further discussion at the Governing Body meeting on the 16th May and keep governors updated on the progress of Year 1 pupils</p>	WN
8. SEN Update	
<p>WN highlighted that there had been a visit from the Educational Psychologist concerning one pupil at the school and some advice and new strategies for use at school and at home had been provided and would be included in the pupil's IEP. No additional funding had however been assigned to provide additional support for the pupil.</p> <p>A Speech Therapist had also seen one pupil at the school and a support programme had been put in place.</p> <p>SEN Funding – WN highlighted that the school now had to fund the first 11 hours of support for any pupil with a statement (previously 6 hours and more recently 8), which had had a knock-on detrimental effect on the budget.</p>	
9. Beetham Pre-School/Nursery Update	
Discussed under Agenda Item 6. (<i>Confidential Minutes</i>)	
10. School Development Plan Update	
<p>SIAMS</p> <ul style="list-style-type: none"> WN raised the need to address the SIAMS report development point regarding educating pupils about wider Christian Churches. She confirmed that pupils would be going to Grange to visit 4 churches and they would also visit the Catholic and Methodist churches in 	

Milnthorpe. Further assistance from governors was sought	
<ul style="list-style-type: none"> Action:- <i>In order to educate pupils with regard to other Christian Churches, all governors to forward to WN the details of anyone they knew who would be willing to visit the school or assist in any way</i> 	ALL
11. Policy Update	
Discussed under Agenda Item 5.	
12. SIAMS Training Update	
Action:- <i>Governors to note that Penny Hollander will be attending the SIP meeting on Tuesday 13th June to deliver SIAMS training to governors</i>	ALL
13. Any Other Business	
None raised.	
14. Confidential Items	
Agenda Item 6 – Staffing Update.	
15. Date of Next Meeting	
TBC	

Signed: (Chair)	
Date:	