



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 Monday 29th April 2019 at 6pm

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

Apologies:

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	
AOB – End of Year Meal	
4. Minutes of the Meeting held Monday 21st January 2019	
The minutes were <u>agreed</u> as a true record of the meeting. (<i>Proposed: VS. Seconded: TR</i>)	
5. Matters arising from the Minutes	

<p>5.7. CPD Tracking</p> <ul style="list-style-type: none"> • KK provided details of a new online tracking system from Kym Allan Associates that the school would be using in future. Governors welcomed this new initiative <p><i>Action:- Governors asked KK to provide a demonstration of the new system at the FGB meeting on the 14th May</i></p> <p>5.7. Safer Recruitment/SCR/Safeguarding</p> <p><i>Action:- DBS check for TR now obtained. WN to send details for Safer Recruitment training</i></p> <p>5.8. Staff Mentors</p> <ul style="list-style-type: none"> • KK confirmed that she continued to meet with BR in a mentor role <p>6. Peer Review</p> <ul style="list-style-type: none"> • WN confirmed that the mid-year review had taken place <p><i>Action:- WN to forward the mid-year review report to governors once available</i></p> <p>7. Volunteers</p> <ul style="list-style-type: none"> • TR confirmed that she would assist with reading now her DBS check had come through <p>8. Staff Appraisal Update</p> <ul style="list-style-type: none"> • WN's appraisal now completed <p><i>Action:- VS to arrange for a copy of the appraisal to be signed</i></p> <p>12. Maths Matters Session</p> <ul style="list-style-type: none"> • Postponed due to staff absence and will take place in the autumn <p>14. Extended Nursery Provision</p> <ul style="list-style-type: none"> • Now in place and proving extremely successful <p>All other matters covered on the agenda.</p>	<p>KK</p> <p>WN/TR</p> <p>WN</p> <p>VS</p>
<p>6. Staffing Update</p>	
<p>Governors discussed the absence of Mrs Horsman and the cover arrangements. Governors recorded their thanks to WN and staff for taking on additional responsibilities and workload.</p>	
<p>7. Pupil Progress and Performance Update</p>	
<p><u>Phonics Screening</u> – see confidential minutes</p> <p>SATs.</p>	

<p>Governors discussed the latest SATS predictions, welcoming the fact that English was predicted at 100% and Maths at 75%.</p> <p>Full details to be made available for the FGB meeting on the 14th May.</p>	
<p>8. SEN Update</p>	
<p>WN updated governors on the Educational Psychologist's current involvement with the school, Early Help assessments and two students who were being assessed for dyslexia.</p> <p><u>Action:-</u> WN to review the IEPs set in October</p>	<p>WN</p>
<p>9. School Improvement Plan Review</p>	
<p>The positive impact of Numicon was discussed by governors.</p> <p><u>Phonics</u> – see confidential minutes</p> <p><u>School Website</u></p> <p>WN highlighted that the website was not up to date and was in the process of being reviewed. BR would also include more curriculum details, as now required by Ofsted</p> <p><u>Action:-</u> WN to keep governors updated on progress made in relation to updating the school website</p> <p><u>Safeguarding Audit</u></p> <p>WN highlighted that Kym Allan Associates had undertaken a Safeguarding audit at the school and an action plan had been compiled. Funding had also been secured to build a new porch at a total cost of £40,000 as a result of a successful LCVAP bid.</p>	<p>WN/KK</p>
<p>10. Policy Update</p>	
<p>WN confirmed that she would be liaising with Kym Allan Associates and adopting their policies from September onwards, personalising where necessary. She would also be implementing a tracker system so it was clear when policies needed reviewing.</p>	
<p>11. Subject Reviews</p>	
<p>This term's reviews not completed as yet. To be included on the agenda for the FGB meeting.</p>	
<p>12. Any Other Business</p>	

End of Year Meal – 19 th July, Netherwood Hotel	All to note
13. Confidential Items	
Phonics Screening Results – Agenda Items 7 and 9.	
14. Date of Next Meeting	
Committee Meetings TBC.	

Signed: (Chair)	
Date:	