

**A meeting of the School Development Committee of Carlton In Snaith Community Primary School was held at the school on 7 June 2016**

**Minutes**

<b>No</b>	<p><b>Present</b> – Jon Watson (Head), Helen Snowden (Committee Chair), Alex Dawson, Karen Longfield and Joanne Mackintosh.</p> <p><b>In attendance</b> - Georgina Thomas (clerk).</p> <p><b>A – Action</b> <b>R - Resolution</b></p>	
1	<p><u>Welcome and Introductions</u> All were welcomed to the meeting.</p>	
2	<p><u>Apologies for Absence</u> None and no absences.</p>	
3	<p><u>Confidentiality and declarations of interest, pecuniary or non-pecuniary</u> Usual reminder of confidentiality.</p> <p>A declaration of interest was brought by the Head as his wife, having provided some training to school free of charge in April, is to be running a chargeable follow on session.</p> <p>A declaration of interest was also brought by JM in respect of any discussions around midday supervision as her son is a midday supervisor.</p>	
4	<p><u>Notification of Other Urgent Business</u> None raised.</p>	
5	<p><u>To approve the minutes of the meeting of 23 February 2016</u> The minutes of the meeting were approved as a correct record.</p>	
<b>Res</b>	<p><b>That the minutes of 23 February 2016 be approved.</b></p>	
6	<p><u>Matters arising</u></p> <ul style="list-style-type: none"> <li>• The condensed behaviour policy for supply staff has been circulated to governors and approved. The Head will ensure it is finalised ready for use.</li> <li>• The timetable of governor visits is complete and has been circulated by HS. The new governor induction pack has also been circulated.</li> <li>• Link governors are progressing making contact with their subject leads.</li> </ul>	
7	<p><u>Pupil Performance</u> The Head led governors through doc A, end of year 2 data, and stressed it only showed the position 2/3 of the way through the academic year.</p> <p>Q. Is the “age-related” reference that expected for the end of year 2 or as it was at the time of the data? A. It is the teacher-based assessment on where the children are expected to be by the end of the year.</p> <p>Q. Why is teacher assessment confidence lower in writing? A. Writing is often lower purely because of the nature of it and this is the case for many schools. Also, the new assessment framework for writing has led to teachers being cautious.</p> <p>Q. How does this compare to the end of year 1 data for this cohort? A. We will be able to study this at the FGB meeting. The year 1 cohort is not an academically strong one and KS1 is lower generally across the board, in terms of cohort capability.</p> <p>Q. Can we do anything about this? A. The Head is looking closely at the reasons for this to ensure that as much support as possible is given and that factors are addressed where possible.</p>	Doc A



Res	That the above listed policies be ratified.	
10	<p><u>Curriculum Updates</u>  <u>Vision and Ethos</u> – a recent staff meeting focussed on this in respect of teaching and learning and this is an ongoing area. The recommendation by Rick Weights and Helen Davey of a review of the Teaching and Learning policy will be carried out after a full staff review of vision and ethos so that this can be reflected in the T&amp;L policy.</p> <p>Q. So will we be reviewing the mission statement?  A. Yes and governor input into this will be important. We want the “feel” of the school to be congruent to the vision and we want to make it very clear that we are a rights respecting school. However, this needs input from the staff and the children first.</p> <p><u>Learning Skills</u> – the aim is to focus on what skills and strengths our departing pupils take with them. The concept of a skills based curriculum was discussed with a promotion of key skills and this will be a key area of focus over the next academic year, tied in with the vision. This will also be an item on the SDP and will require governor involvement. The Head will keep governors updated.</p>	
11	<p><u>Report on pupil premium funding</u>  To be discussed fully at the FGB meeting next and the website is to be updated with the 15/16 spend. Staff will, moving forward, be able more easily to specify exactly how PP money has been spent on the children it is allocated for and every pupil progress review will cover the children who are not on track and those who are above, with particular emphasis on those who are below so as to secure an appropriate series of interventions.</p> <p>Q. What mechanism is in place for ensuring that those who are eligible for PP apply from the start?  A. This is handled by the admin team. It is featured in newsletters and we do our best to ensure that everyone eligible applies but it is a sensitive subject. It is essential to stress that the confidentiality of the child will be maintained and make it clear to parents how important this funding is and what it is used for. A form for applying for free school meals will be added to the new starter pack and the Head will action this.</p>	<b>Head</b>
12	<p><u>Report on Sports Premium funding</u>  A full report will be brought to the FGB meeting next.</p> <p>KL outlined doc B. The link with Holy Family provides wonderful and ample opportunities for the a high number of children. It is also a wonderful link for high school transition.</p> <p>Coaching bought in has all been positive and proven good value for money.</p> <p>KL will look into using sports premium for funding extra lessons for children who are not able to swim.</p>	<b>KL</b>
13	<p><u>Feedback from link governor visits</u>  Governors fed back on visits made. The Head confirmed that visit records are becoming more routinely provided by governors and will now be circulated to all governors on completion.</p>	<b>All</b>
14	<p><u>Pupil numbers and staffing provision inc class structure 16/17</u>  Predicted numbers for September are 158, with 23 leaving year 6 and 13 joining reception so a net loss of ten children. Governors are satisfied that this is not a reflection on the school as it has been a low birth year in the area. Eight of these year 6 leavers are also pupil premium which will have a big impact on the budget for 17/18. Next year's cohort is expected to increase in size again.</p> <p>The Head detailed the class splits and confirmed that the decision would be made based on social, emotional and academic needs and age-appropriate maturity. The draft staff structure will be confirmed with governors when finalised.</p>	
15	<p><u>Academisation – Aliances and Raise</u>  The Head has kept governors abreast with recent changes to the landscape around academies and has continued to attend Raise meetings which have been beneficial on many fronts. Discussion was</p>	

	had around the scope for various alliances and the Head confirmed his intention to further investigate the Star Alliance and the North Star Alliance. He will keep governors informed of his findings and recommendations.	
16	<u>Review of Rick Weights and Helen Davey visit</u> The report had been circulated to all governors and was agreed to have detailed a positive and productive visit. Governors who attended with RW and HD found it to have been a very positive and educational experience. Actions identified are all in progress and feedback on the actions has been good. All actions are also already in the SDP or will be used to inform the next part of it.	
15	<u>AOB and Items Identified at items 3 and 4</u> None.	
16	<u>Dates of next SDC Meeting</u> To be set at Business Meeting in September.	