

THE GOVERNING BODY OF FLOCKTON CE (C) SCHOOL

Minutes of the Children and Learning Committee meeting held at 6.30 pm, remotely via Teams on Monday, 21 October 2024.

PRESENT

Mrs H Kerr (Chair), Mrs S Hull, Mrs E Hurst, Mr R Michael, Mrs F Quinn, Miss E Taylor (Head Teacher),

IN ATTENDANCE

Mr G Dawkins (Minute Clerk)

01. ELECTION OF CHAIR

Mr Michael nominated Mrs H Kerr for Chair of this committee.

Mrs H Kerr noted that she was prepared to take on this role but as Mrs Kerr was joint Chair of the Governing Body this role as committee chair would be reviewed when there were more Governors on the Governing Body.

Mrs H Kerr was elected as Chair unanimously.

RESOLVED: That Mrs H Kerr be elected as Chair of the Children and Learning Committee and that this position will be reviewed when there are more Governors on the Governing Body.

02. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

There were no apologies for absence and no declarations of interest.

The Chair welcomed Mrs Faye Quinn to the meeting who was attending as a full Governor but to see what this committee was about.

03. REVIEW OF THE TERMS AND REFERENCE OF THE CHILDREN AND LEARNING COMMITTEE

The following additions which had been highlighted in yellow were noted:

- (a) "To review and evaluate teaching and learning, pupil achievement and standards, and the implementation of Every Child Matters."
- (b) References to SEN should be amended to SEND.
- (c) "Monitor and review curriculum related policies."
- (d) "Ensure that the School communicates clearly with parents."
- (e) Replace "Sex Education" with "RSE".

ACTION 1: The Chair is to check the changes with Ms J Lavery and Miss E Taylor and seek full sign off from the Full Governing Body.

04. MINUTES OF THE C & L COMMITTEE MEETING HELD ON 18 June 2024

RESOLVED: That the minutes of the Children and Learning Committee meeting held on Tuesday, 18 June 2024 be approved as a correct record.

05. MATTERS ARISING / ACTIONS

(a) Ways to Measure Visits and How to Evidence this. (Minute 32 Action 1 refers)

This action was outstanding.

ACTION 2: Mrs Kerr and Ms Lavery are to discuss and arrange when this would best fit with the ESP from the Diocese regarding training for Governor visits and monitoring.

(b) Governor Visits – Science, Maths, Writing, EYFS, D&T (Minute 36 Action 2 refers)

Mr Michael agreed to take on the Specific Governor Responsibility for Science and would email Mrs Horwood to arrange a visit.

ACTION 3: Mr Michael is to arrange a visit with Mrs Horwood regarding the specific responsibility for Science.

06. REVIEW DATA SUMMARY (SUMMER)

The Headteacher reported the following Summer Data:

(a) EYFS

77% achieved GLD (Good Level of Development) compared to the National Average (NA) of 68%.

(b) Phonics

84.2% of Yr1 achieved the phonics screening compared to NA of 80.2%.

(c) KS1

The expected standard was achieved by 91.9% in Maths (NA 70%), 75% in Reading (NA 68%) and 67% in Writing (NA 60%).

It was noted that no pupils achieved the exceeding standard and Writing was a focus in the School Development Plan (SDP).

Q1: Will we be using SATS?

A1: Yes, as it helps assessment.

A Tracking Document was also presented that showed the percentage of pupils that achieved GLD from 2019 to 2024 and compared to NA and Kirklees.

In 2019 73.3% (NA 71.8%) achieved GLD and in 2024 76.9% (Kirklees 65.5% & NA 67.7%) achieved GLD. It was noted that there was a dip in 2022, but the results were now pulling up and above NA.

Q2: Is there a focus in the SDP for achieving the Exceeding standard in Maths?

A2: Not this year but will be a target to look at next year.

It was noted that the staff were delivering Monster Phonics for a third year at a high standard particularly as the Monster Phonics structure continued to develop and the curriculum it covered was extended.

Governors expressed their congratulations to staff for the good results which were all above NA and Kirklees.

Q3: How do we get better with Good results?

A3: There is always room for improvement. Writing is the current focus and the predictions are looking good. Pathways to Reading is a new Reading scheme which is just half a term in with recommended reads on the website, Book Hampers in each class and a library with quality texts.

The School had qualified as an Outwood English Hub School and KS2 Readers were targeted for support. It was noted that getting out into other schools was invaluable for staff and the school.

07. AGREE EYFS AND KS1 TARGETS 2024/2025

(a) EYFS

It was noted that the current Reception cohort were interesting with many different needs which was not untypical across other schools and maybe Covid related.

The cohort was 15 pupils with 4/5 SEND and 20% Summer born.

The Baseline Data indicated 46% were on track to achieve GLD and 54% were not. The Exit target was 66% to achieve GLD and 34% were not.

The challenges were social and behavioural but it was early days as only 6 weeks into the year.

Q4: Do we have the right staff balance for this cohort?

A4: We would like another ETA, but temporarily we are moving staff around to support the situation. Generally, the cohort are good at PE and music and some of the children have not been in a setting before. We have 2 students who have started 1 in Apple Class and 1 In Sycamore Class to help play and good language.

Q5: How does this cohort compare to the 2020 cohort?

A5: The needs of this cohort are completely different and this is a national issue.

(b) Yr2 Phonics

There were 19 in the cohort and 89% were expected to achieve Phonics screening and 11% were not.

(c) KS1

In Maths 21% were expected to be working below ARE and 79% were expected to be working at ARE.

In Writing, Reading and Science 11% were expected to be working below ARE and 89% were expected to be working at ARE. None were expected to be working above ARE.

08. SCHOOL CURRICULUM UPDATE

It was reported that as with Art, DT and French Kapow Primary Schemes of work were being introduced for Science Geography and History.

All the curriculum information could be viewed on the School Website and for the second year running Flockton CE(C) First School had been recognized for its commitment to Music in being awarded the Music Mark 2023/24 by Musica Kirklees.

The Long Tern Plan for Flockton School had been finalized with only RE to change as Kirklees had changed the curriculum last year which had involved more work than expected.

A lot of work was being completed on English with Pathways to Write, Texts, Reading, Hearts for Fluency for interventions, Talk through Stories and recommended reads on each class page which went out to parents as a paper copy.

It was reported that the Scholastic Book Fair in school raised £600.

It was noted that the curriculum information on the website was very comprehensive.

09. REVIEW SEF: OUTCOMES FOR CHILDREN AND LEARNERS (CURRICULUM IMPACT)

This item was to be moved to the next meeting.

10. REVIEW PARENT AND PUPIL QUESTIONNAIRES

The Headteacher reported that the Parent Questionnaire had been undertaken this term and presented a summary of the replies.

There were 21 replies made up of 3 from Reception, 5 from Yr1, 7 from Yr2, 1 from Yr3, none from Yr4 and 5 from Yr5.

The majority of responses and comments were positive, and the school had looked into all negative / disagree responses.

It was noted that a news note was sent out every week and overall communication was felt to have improved.

Q6: How was the questionnaire sent out?

A6: It was sent out by text so it could be replied to by phone.

It was reported that the Pupil Questionnaire would be sent out in the next half term.

11. REVIEW / APPROVAL OF POLICIES

The following policies were reviewed:

(a) T & L Policy and Procedures

This policy was to be reviewed by the full Governing Body in December 2024.

(b) MFL Policy and Procedures

This policy was not due for review until March 2025.

(c) SEND Policy and School / LA Offer

It was noted that this policy was much the same as before but schools could now use I-APDR (Individual Assess, Plan, Do, Review) instead of a My Support Plan.

Q7: Has the School / LA Offer been sent out to parents?

A7: No, but it is available on the School Website and a link could be sent out by text.

RESOLVED: That the SEND Policy and School / LA Offer be approved.

(d) Exclusions of Pupils Policy

It was noted that this policy follows the NGA Procedural Guidance.

RESOLVED: That the Exclusions of Pupils Policy be approved.

(e) Administering Medicines Policy

It was noted that this was an LA Model policy.

RESOLVED: That the Administering Medicines Policy be approved.

(f) PSED Facilities Statement

It was noted that this statement had three objectives High Quality Teaching, Mental Health and Wellbeing.

RESOLVED: That the PSED Facilities Statement be approved.

(g) Complaints Policy

Q8: How long should information be kept?

A8: Information should be kept 6 years. This is to be added into the policy.

RESOLVED: That the Complaints Policy be approved with the addition of "Information

should be kept for 6 years:.

12. REPORTS FROM GOVERNORS FROM LINK ROLE RESPONSIBILITY AREA VISITS

Mr Michael undertook a Maths and a SEND visit with Mrs Hurst at the end of the Summer term. The reports of these visits had yet to be submitted.

ACTION 4: Mr Michael is to submit reports for his Maths and SEND visit with Mrs Hurst at the end of the Summer term.

The Chair undertook a Collective Worship visit at the beginning of this term which was to be written up and submitted.

ACTION 5: The Chair was to submit a report of the Collective Worship visit at the beginning of this term.

Visits had all been planned out at the full Governing Body meeting and staff meetings with Governors were to be allocated.

It was agreed that Mrs Quinn shadow a school visit.

ACTION 6: Mrs Quinn is to liaise with the Chair and Head Teacher to shadow a school visit.

It was noted that the Yellow Governor Book was to be used to record when Governors just dropped in at school.

13. OFSTED

It was reported that the School was in the "Ofsted Window" so there was work to do on the SDP and governors needed to ensure visits linked to SDP to triangulate findings.

14. ANY OTHER BUSINESS

SEND Cluster Meetings

It was reported that Mrs Hurst attended the first Cluster Meeting with the Cluster Lead regarding how the procedures for SEND funding would run going forward. No change to EHCP funding was assured.

If the procedures were followed through it looked quite promising and may help to bring particular children and their needs forward to the next Cluster Meeting.

It was hoped that schools would be able to share professional knowledge and understanding.

It was noted that criteria for making submissions had been set and it was required that parents sign a consent form. The Cluster Lead would sift through submissions and a maximum of 10 cases were heard at any Cluster Meeting at which all services would be represented to cut out a lot of waiting.

Q9: How many schools are in our Cluster and how often will Cluster Meetings be

held?

A9: There are 19 schools in our Cluster and meetings are to be held once a month.

15. DATES OF FUTURE MEETINGS AND POSSIBLE AGENDA ITEMS

Future meetings of the Children and Learning Committee were to be held on Teams at 6.30pm on:

- Tuesday, 11 February 2025
- Monday, 16 June 2025

16. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

RESOLVED: That no part of these minutes, agenda or related papers is be excluded from the copy to be made available at the School in accordance with the Freedom of Information Act.

ACTION LOG:

Minute Number	Action	By Whom	Completed
03	ACTION 1: The Chair is to check the changes to the Terms of Reference with Ms J Lavery and the Headteacher and seek full sign off from the Full Governing Body.	Chair / Ms Lavery / Headteacher	
05(a)	ACTION 2: Chair and Ms Lavery are to discuss and arrange when this would best fit with the ESP from the Diocese regarding training for Governor visits and monitoring.	Chair / Ms Lavery	
05(b)	ACTION 3: Mr Michael is to arrange a visit with Mrs Horwood regarding the specific responsibility for Science.	Mr Michael / Mrs Horwood	
12	ACTION 4: Mr Michael is to submit reports for his Maths and SEND visit with Mrs Hurst at the end of the Summer term.	Mr Michael	
12	ACTION 5: The Chair is to submit a report of the Collective Worship visit at the beginning of this term.	Chair	
12	ACTION 6: Mrs Quinn is to liaise with the Chair and Head Teacher to shadow a school visit.	Mrs Quinn / Chair / Headteacher	

The Chair closed the meeting at 8.11pm