

**LANGLEY FITZURSE C OF E PRIMARY SCHOOL**  
**MINUTES OF STANDARDS & PERFORMANCE MEETING HELD ON**  
**THURSDAY 4 OCTOBER 2018**  
**AT 18:00 HRS AT LANGLEY FITZURSE SCHOOL**

**Present**

Richard Hearn  
 Jan Campbell  
 Chris Steen

Euan Sudbury  
 David Bloomer  
 Anita Ellis

Liam Parkinson  
 Johanna Nathanson  
 Liz Howe (Clerk)

**NOTE:** Italics have been used to indicate occasions when governors challenge or test the school.

1. **Prayer** – Jan began the meeting with a short prayer.
2. **Register of Pecuniary Interests** – this was duly signed.
3. **Apologies** – none
4. **Election of Chair** – Euan Sudbury was unanimously elected as Chair of the Standards & Performance Committee for the 2018/19 academic year.
5. **Terms of Reference**
  - i. The Terms of Reference contain a few actions from the now dissolved People Committee.
  - ii. Liz is to update the Terms of Reference to remove the RAISEonline reference and update the Link Governor section. **ACTION (SP4/10.1): Liz**
  - iii. Allowing for these changes, the governors approved the Standards & Performance Committee Terms of Reference for 2018/19.
6. **Minutes of the Previous Meeting (Thursday 19 July 2018)** – The minutes were approved by the governors and duly signed.
7. **Review of Actions from the Previous Minutes (Thursday 19 July 2018)**

SP5/2.2	Ongoing – Link Governor reports to be sent to Euan
SP17/5.1	Ongoing – Johanna to establish where data exists for our current Yr 1 and Year 2s
SP17/5.3	Completed
SP17/5.6	Ongoing – Lizzy is researching new policy software

SP17/5.7	Remove
SP17/5.8 – SP17/5.9	Completed
SP19/7.1	Ongoing – James to separate out PPG non-SEN children in the group data
SP19/7.2	Remove
SP19/7.3	Ongoing - Anita to supply a template for EYFS moderation conversations
SP19/7.4	Completed
SP19/7.5	Ongoing – Liam to write an SEN Governor Report for the November FGB Meeting
SP19/7.6	Euan to write a 2017/18 S&P Summary Report (including Data and Link Governors) for the November FGB Meeting
SP19/7.7 – SP19/7.8	Completed

8. **Analysis of Previous Year's Results and the resulting Action Plan** (reports were circulated at the meeting)

- i. *Euan asked Richard for his views.* He replied that the key message was that a number of children who achieved L3 at KS1 did not achieve Greater Depth (GD) at KS2, especially in writing. He felt that this was the biggest issue we need to address. He added that he has been impressed by the quality of teaching in school, including the intervention work of the TAs.
- ii. The governors noted that the current Y6 are the last cohort who scored levels at KS1.
- iii. Richard shared our annual performance assessment from the LA, in which we scored green for attainment but yellow for progress. The governors noted that our -2.4% progress score for writing was only just good enough for yellow – a score of -2.5% would have put us in the red. Richard added that our progress score was not helped by our small cohorts, in which each child makes a big difference.
- iv. *David felt that we need to get away from the idea that interventions mean SEN - we also need to push our higher achievers.*
- v. Richard added that we are now looking at the current Yr 6s to predict what they should get in their KS2 SATs, and he will provide this information for the November S&P Meeting at a high level. **ACTION (SP4/10.2): Richard**
- vi. *David stressed that we need to identify any problems much earlier this year.*
- vii. Euan asked for information on interventions for Year 6 to be provided at S&P level. **ACTION (SP4/10.3): Richard**
- viii. *David asked who originates and signs off interventions.* Richard replied that is the Class teacher and SENCO plus the link governor. Jan added that we are

building in a measure of accountability as well as ownership.

- ix. *Euan asked if there are any other ways in which we should look at progress as a committee. Richard thought not, but Liam asked if we look at Pupil Premium children as a separate area. It was agreed that we need to be assiduous in recording the progress of PPG children.*
- x. Euan asked Richard to provide progress summaries for S&P which break out PPG and SEN children to make sure we are closing the gap. **ACTION (SP4/10.4): Richard**
- xi. *Jan asked if subject plans include AG&T children. Richard replied that they do.*

9. **SENCO Presentation** (a report was circulated at the meeting)

- i. Johanna reported that there are 11 children currently on our SEN register, including one child with an Education and Healthcare Plan (EHCP).
- ii. This represents 14% of the school population, compared to 9% in 2017/18.
- iii. She has changed the SEN register to remove the children who were being 'monitored' as nothing very concrete happened for them. They are now picked up in pupil conferences.
- iv. *David commented that concerns were raised last year about the number of children identified as SEN, and asked Johanna if we are comfortable that we have the right number now. She replied that we are.*
- v. Johanna has completed a SEN self assessment for the school.
- vi. She meets Liam, the SEN Link Governor once a term. They have just updated the SEN policy, which has now been uploaded to the school website.
- vii. She reported that 5 x Year 2 boys have not made expected progress after a very disruptive year with five different teachers. She has now put interventions in place for them three days per week, focussing on sound discovery, reading and writing. High frequency words, speed reading every day. *Euan asked if this is enough. Richard replied that we need to look at their Early Years data to decide. Liam thought that making targets smaller would help.*
- viii. Johanna reported that SEN is heavy at the bottom end of the school.
- ix. We are still producing a one page profile for our SEN children, and Johanna has an evidence file which is updated termly. Interventions include Lego Therapy, Equine Assisted Therapy, Garden of Dreams, Time to Talk and Sound Discovery. Johanna would like our TAs to use Better Reading Partners more, but only Mrs Flynn has had this training. *Euan asked if this is used at Lacock. Richard replied that it is not, but St Peter's use it.*
- x. Richard agreed to bring in resources from Lacock to help a Year 4 child has issues with numbers and needs more structured support. **ACTION (SP4/10.5): Richard**

**xi.** Euan thanked Johanna for her thorough report.

10. **Policies** – there were no updates.

11. **Link Governors**

**i.** David has met with Christie to discuss the Maths Subject Leader role. Anita plans to same system for English. Richard is keen to use governors' expertise.

12. **Any Other Business**

**i. Teaching Modern Foreign Languages (MFL) in School**

- Jan expressed concern that we are not meeting National Curriculum requirements for MFL, as our Year 6 teacher has no knowledge of French and is teaching French using laptops and the software used at Lacock.
- Jan made two suggestions: either that Year 6 learn German instead (their teacher has a GCSE in that subject), or that she could give Year 6 an hour of French every two weeks.
- Richard commented that although in general primary schools should choose one language and stick to it, our children have achieved such a high standard in French that we could legitimately argue for German to Ofsted.
- It was agreed that the Committee would discuss this further at their next meeting. Liz to put it on the agenda. **ACTION (SP4/10.6): Liz**

13. **Date of Next Meeting:** *Wednesday 21 November 2018 at 6 pm at School*

The meeting ended at 8.40 pm.

## LIST OF ACTIONS

- SP5/2.2** Link governor reports to Euan
- SP17/5.1** Johanna to establish whether data exists for current Yr 1 and Yr 2s
- SP17/5.6** Lizzy is researching new policy software
- SP19/7.1** James to separate out PPG non SEN children in the group data
- SP19/7.3** Anita to supply a template for EYFS moderation conversations
- SP19/7.5** Liam to write an annual report on SEN for the November FGB
- SP19/7.6** Euan to produce a 2017/18 S&P Summary Report for the November FGB
- SP4/10.1** Liz to update Terms of Reference
- SP4/10.2** Richard to provide data on expected Yr 6 SATs grades to the November S&P Meeting
- SP4/10.3** Richard to provide information on Yr 6 interventions at S&P level
- SP4/10.4** Richard to provide progress information for S&P, breaking out PPG and SEN children
- SP4/10.5** Richard to bring in maths resources from Lacock to help support a Year 4 child
- SP4/10.6** Liz to put MFL teaching on the next S&P agenda