

**LANGLEY FITZURSE C OF E PRIMARY SCHOOL
 MINUTES OF STANDARDS & PERFORMANCE MEETING HELD ON
 MONDAY 23 SEPTEMBER 2019
 AT 18:00 HRS AT LANGLEY FITZURSE SCHOOL**

Present

Richard Hearn (until 7.00pm) Chris Steen James Osler
 Jo Kitching Harriet Wilkinson Johanna Nathanson
 Liz Howe (Clerk)

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

1. **Prayer** – Harriet began the meeting with a short prayer.
2. **Register of Pecuniary Interests** – this was duly signed.
3. **Apologies** – Liam and Anita (accepted)
4. **Appointment of Chair** - Jo Kitchen was unanimously elected as Chair of the Standards and Performance Committee.
5. **Terms of Reference**
 - i. The governors agreed that an alteration was required to make reference to the new Ofsted framework, and the sections on sharing data and safeguarding needed to be updated. Richard is to make the necessary changes after input from Chris, and then the Committee will agree the Terms of Reference via email.
ACTION (SP23/9.1): Richard/Chris/S&P Committee
6. **Minutes of the Previous Meeting (Monday 15 July 2019)** – The minutes were approved by the governors and duly signed.
7. **Review of Actions from the Previous Minutes (Monday 15 July 2019)**

SP15/5.1	Ongoing – Anita to share resources on growth mindsets with school
SP15/5.2	Ongoing – Anita to put the notes from her Link Governor meeting with Johanna into the Governors' file

8. **Analysis of the Previous Year's Results** (the information was shared with governors on the portal)

- i. Jo asked James to summarise the 2018/19 data:
 - Our Yr 1 Phonics results have been going down over recent years, but we have had the disadvantage of small cohorts. For example, in 2019 we had a 62% pass rate v a national average of 82%. However, our cohort of 8 children include 2 x SEN children and 1 x EAL(English as an Additional Language) child. All the other children passed.
 - KS1 Maths is another challenge for us. This went down from 92% in 2018 to 71% in 2019. However, our 2019 cohort included 5 x SEN children which is twice the Wiltshire average. *Johanna highlighted the difficulty of balancing being an inclusive school with the pressure to produce better results.* James is now producing data which compares the attainment and progress of the class against the attainment and progress of the non-SEN children. Jo hoped that this approach alongside the new Ofsted framework will lessen the pressure on teachers.
 - James concluded that on the whole our 2019 KS1 results were good, and our KS2 results were really good. Writing progress measure was very slightly negative for KS2, where some L3 children did not get Greater Depth. However, we are still on the 44th percentile for Writing progress, which puts us in the top half for the country.

9. **Review Action Plan resulting for Analysis of Data**

- i. We will produce data three times per year – at the end of terms 2, 4 and 6 as per Ofsted expectations.
- ii. James is working on a growth mindset project with his counterpart at Lacock, and will share this work with the other teachers.
- iii. We will continue to work on writing throughout the school.
- iv. There will be more emphasis of foundation subjects.
- v. The teachers are using White Rose materials to focus on Greater Depth.
- vi. There will be a school wide emphasis on Spelling, Punctuation and Grammar.
- vii. We are reviewing how we judge SEN children's progress. Richard and James are working on this, and Johanna requested checklists for English and Maths. We want to be proactive and deliver quality first teaching. We want 100% of our children to make progress. James asked if i-track is sufficient to monitor the progress of SEN children. He will ask our SENCO, Claire Cursiter, how St Paul's does this. **ACTION (SP23/9.2): James** Richard will discuss the problem with the Cluster Heads. **ACTION (SP23/9.3): Richard**
- viii. We will be considering the progress that an average pupil makes.

- ix. Analysis of each subject's 'taught time' will be reported back to S&P.

10. Sections 2 & 3 of the draft School Improvement Plan (SIP)

- i. Richard shared section 2 'Teaching' & 3 'Wider School Programme' of the School Improvement plan with the govts.
- ii. **11 things to do before you are 11**
 - Richard will talk to children and parents to get their ideas, and will produce the list in the New Year. **ACTION (SP23/9.4): Richard**
- iii. **New Data Schedule and Performance Improvement Process**
 - James will aim to meet our new TA, Jo Svendsen, on a weekly basis to monitor the progress of the interventions she is delivering. They will have a more detailed meeting every 6-8 weeks to see if her timetable needs adjusting. *Johanna added that we need to distinguish between short and long term interventions as our lower ability children need help over an extended period.*

11. Agree Subject Leader Presentations

- i. The governors agreed that Link Governor reports are sufficient. The schedule is as follows:
 - November – Early Years (Harriet)
 - January – Maths (David)
 - March – SEN & PPG (Liam)

12. Policies

- i. Chris reported that the time spent getting to grips with the School Bus last year has produced a back log of policies. However, she will be sending out lots of policies for review this week, to get us back on track. Once the policy has been reviewed by its owner, it will come back to Chris for uploading to the School Bus, approval by the appropriate Committee and then it will be read by the appropriate staff. *Jo asked if we can amalgamate policies to reduce the number.* Chris will discuss this further with Richard. **ACTION (SP23/9.5): Chris**

13. **Link Governors** – covered above

14. **Any Other Business** – none

15. **Date of Next Meeting:** *Monday 25 November 2019, 6.00 pm at School*

The meeting ended at 7.31 pm.

LIST OF ACTIONS

- SP13/5.1** Anita to share resources on growth mindsets with school
- SP13/5.2** Anita to put the notes from her English Link Governor meeting with Johanna into the governor file
- SP23/9.1** Terms of reference to be updated by Richard/Chris and agreed by email by the S&P Committee
- SP23/9.2** James to ask Claire Cursiter how St Paul's measures the progress of SEN children
- SP23/9.3** Richard to discuss how to measure the progress of SEN children with Cluster Heads
- SP23/9.4** Richard to produce the list of '11 things to do before you're 11' in the New Year
- SP23/9.5** Chris to discuss amalgamating policies with Richard