

LANGLEY FITZURSE C OF E PRIMARY SCHOOL
MINUTES OF STANDARDS & PERFORMANCE MEETING HELD ON
MONDAY 25 NOVEMBER 2019
AT 18:00 HRS AT LANGLEY FITZURSE SCHOOL

Present

Anita Ellis	Liam Parkinson	James Osler (until 7pm)
Jo Kitching	Harriet Wilkinson	David Bloomer from 6.40 pm
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** – Chris, Richard and Johanna (accepted). To help ensure that S&P meetings are quorate, Liz suggested that James could be appointed as an Associate Member with voting rights on S&P. She will raise this at the FGB Meeting on Mon 9 December 2019. **ACTION (SP25/11.1): Liz**
4. **Minutes of the Previous Meeting (Monday 23 September 2019)** – the following points were noted:
 - i. 4. should read Jo **Kitching**
 - ii. 9 ix . The analysis of each subject's 'taught time' should have been allocated an action. James will take this on and report back to S&P. **ACTION (SP25/11.2): James**
 - iii. The minutes were approved by the governors and duly signed
5. **Review of Actions from the Previous Minutes (Monday 23 September 2019)**

SP15/5.1	Ongoing – Anita to share resources on growth mindsets with school
SP15/5.2	Ongoing – Anita to send the notes from her Link Governor meeting with Johanna to Jo, and to Liz for the Governor file
SP23/9.1	Ongoing – Chris/Richard to update the Committee Terms of Reference so that they can be approved via email
SP23/9.2 – SP23/9.3	Completed
SP23/9.4	Ongoing – Richard to produce the list of '11 by 11' in the New Year

6. **Term 1 Data** (the information was shared with governors on the portal and at the meeting)
- i. James explained that non-SEN children have been considered separately in this data to show how the average child is doing. He also enlisted Christie Causer's help to calculate how our data would look if we had the national average percentage of SEN children (12.5%) - ours is much higher, rising to 29% in Year 3. The resulting variance turned out to be quite small, indicating that we are doing quite well despite the high percentage of SEN children. Jo thought that this was reassuring.
 - ii. James added that we have taken on some new children recently, and we need to reclassify some of them as SEN.
 - iii. David was concerned about the gap between all SEN and all non-SEN children. James reassured him that this is covered, as none of the SEN children are making expected progress.
 - iv. David added that Wiltshire Council are very concerned about the gap between PPG and non PPG children. He asked James to produce data on all PPG v non PPG children across the school. **ACTION (SP25/11.3): James**
 - v. James reported that attainment is broadly where we expect it to be, and progress is there too, give or take one child. There is a dip in the Year 2 and 3 data, which James thought might be due to Johanna's cautious approach to allocating greater depth. We should expect to see improved progress there later in the year. Next week's pupil progress meetings will reveal if we are marking too hard. James will report back on the pupil progress meetings to the January S&P meeting, focussing on the progress percentages for Years 2 and 3. **ACTION (SP25/11.4): James**
 - vi. Following her recent meeting with Beth Dixon, Harriet reported on the Year R base line results. Of the 18 children, 3 were on track, 7 were within reach and 8 (all summer born) were significantly below. By the end of term 1, none of these 8 have moved, although the 7 within reach have made progress. There is an extreme of ability in Yr R, which Beth is trying to address. There have been some staffing issues, as she lost Chiyo for a week when she accompanied the school residential. The governors noted that Beth would like to have 3 days of additional TA time per week.
 - vii. James explained that Subject Leaders will look at the data for each child next week, and need to make a plan to maximise the use of our resources. *Anita asked if we need to consider whether to cut some extra curricula resources in order to prioritise what is most important.* David replied that senior management need to be clear about the expectations for Yr R.
 - viii. James concluded that overall our data is looking on track. Jo thanked James for

his analysis of the data.

7. Review Progress of Action Plans

i. Maths Action Plan

- David is very impressed by the work that Christie has done. She has introduced state of the art White Rose resources inspired by the Shanghai Mastery Curriculum. White Rose encourages document sharing, which will prove very useful if year groups are split in future years.
- Maths builds year on year, so David is delighted to have consistency in the teaching throughout the school.
- Our Maths data looks good.
- Christie feels supported in both her management and teaching roles.

ii. English

- Anita reported that Johanna is aiming for quality assurance in English across all year groups.
- She is encouraging Johanna to move towards a more standardised approach.
- There is a drive towards reading and writing tasks at home, which is being publicised using ParentMail.
- Competitions have been introduced to encourage reading.
- Both the school library and the reading scheme need updating.
- A more consistent approach to handwriting is needed.
- A new spelling shed programme will be introduced, and Johanna is looking at possible phonics tests. She is also working with Christie Causer on spelling tests and sentence stems.
- Johanna is undertaking more quality assurance and moderation with Lacock Primary.
- She is planning to introduce more topic work, and bring in different genres for reading and writing. She would like some CPD and TD Day time to discuss this with the rest of the staff.
- Johanna would like to get involved in more cluster level meetings, and to do more subject leader training.
- Anita will be looking for evidence on the impact of these new initiatives.

8. Link Governor Presentation - Early Years

- i. Harriet visited Early Years in terms 1, and will return in term 5 to see how the

children have developed. She hopes to visit in term 3 as well due to the wide range of abilities in Year R. She observed a phonics lesson during her term 1 visit.

9. Policies

- i.** Chris Steen has sent out a number of policies for review, and is working towards the FGB meeting on Monday 9 December.

10. Any Other Business

- i.** Liam is meeting Richard again this week to discuss the PPG content on the school website.

11. Date of Next Meeting: *Monday 27 January 2020, 6.00 pm at School*

The meeting ended at 7.40 pm.

LIST OF ACTIONS

- SP13/5.1** Anita to share resources on growth mindsets with school
- SP13/5.2** Anita to send her notes from her English Link Governor meeting to Jo and to Liz for the Governor file
- SP23/9.1** Terms of reference to be updated by Richard/Chris and agreed by email by the S&P Committee
- SP23/9.4** Richard to produce the list of '11 by 11' in the New Year
- SP23/9.5** Chris to discuss amalgamating policies with Richard
- SP25/11.1** Liz to suggest that James Osler be appointed as an associate member with voting rights on S&P at the FGB meeting on Mon 9 December
- SP25/11.2** James is to analyse each subject's taught time and report to S&P
- SP25/11.3** James to produce whole school data on PPG v non PPG children
- SP25/11.4** James to report to the January S&P on the results of the December pupil progress meetings, focussing on the progress percentages for Yrs 2 & 3

