

**THORNDOWN PRIMARY SCHOOL
& THORNDOWN PRE-SCHOOL**

**Minutes of the Learning and Development Committee Meeting
Thursday, 9 November 2017 (6.00 to 7.30 p.m.)**

Membership of the Learning and Development Committee :	
Vicci Godbold	Head
Christine Curtis	CC
Claire Gerrard	CG
Dawn Mills	DM
Jane Ainscow	JA
Peter Smith	PS
Yasmin Finch	YF
Rob Jagger	RJ
Jill Foster	JF
Louise Lawson	LL
David Varey	DV

Item		Action	Lead
1.	Foundation Stage Curriculum		
1.1	The Committee welcomed Lucy Hamilton (LH) to the meeting to discuss the Foundation Stage Curriculum.		
1.2	LH explained that following an initial assessment of the ability of the new children in Reception in September 2017 it was agreed that this cohort had very specific needs. As well as there being a number of children with SEND, and several with ECH Plans, there were also a number of very able children who needed further developing. Charts to illustrate the baseline data for this new cohort were reviewed for comparative purposes against the intake of pupils from September 2016.		
1.3	In September, staff discussed the need to review the curriculum to help meet the needs of the new children and a new innovative approach was developed. This new approach was designed to create additional opportunities for children in writing, and has resulted in high levels of engagement and high levels of motivation. Intensive interventions by staff and TAs take place during the sessions with the children. Children receiving Pupil Premium funding still have their additional support in place.		
1.4	Parents have been fully involved and are very supportive of the approach taken. A weekly newsletter home has kept them well informed.		
1.5	The Committee thanked LH for explaining this innovative practice and change in approach in the Foundation Stage Curriculum. Data will be collected in December which is expected to show good progress, given the positive impact the new approach has had on learning.		
2.	Welcome / Apologies / Declarations of Interest		
2.1	Governors Present: Vicci Godbold, Peter Smith, Christine Curtis, Claire Gerrard, Louise Lawson, Jill Foster, Yasmin Finch , Jane Ainscow and Rob Jagger.		

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READ & AGREED AS A TRUE RECORD (CHAIR)

2.2	Non-Governors Present: Lucy Hamilton (item 1 only) and David Clark (Clerk).		
2.3	The meeting was quorate with nine governors present.		
2.4	Apologies for absence, with governors' consent: Dawn Mills, Louise Lawson and David Varey.		
2.5	Absent: None.		
2.6	Declarations of Interest: Rob Jagger's wife is employed by the school. There were no other declarations of interest by members of the committee in respect of any item on the agenda.		
3.	Notice of change in order, or any other business		
3.1	The Committee agreed that there would be no change to the order of business and that there was no other business.		
4.	Outstanding Learning and Development Committee Action Points		
4.1	There were seven Action Points from the last meeting on 28 September 2017. Six of the seven APs had been completed (AP1, 2, 3, 4, 5 & 6) prior to the meeting or were agenda items.		
4.2	The following additional points were noted, including: <ul style="list-style-type: none"> For AP4, the Chair had circulated the revised Governor Visits for 2017/18 template to the GB and a couple of gaps still need to be filled; and AP7 has still to be completed (RJ to review and amend the Mobile Phone Use Policy, with the Head to amend the section marked Contact Details). 	Nov 17	Chair
		Nov 17	Head/RJ
5.	Headteacher's report		
5.1	The Headteacher's report included an update on the latest information circulated prior to the meeting. This included a review of the last staff professional development (INSET) day, a new school dashboard from FFT, and results from the interviews with governors, staff and parents re curriculum.		
5.2	The document reviewing the last INSET day showed the focus for the day was on visiting four other schools., including: <ul style="list-style-type: none"> Woodston in Peterborough - Starters and Finishers; New Arch school in Peterborough; Histon and Impington Junior School – Maths; and Hatton Park in Longstanton – Year 6 Maths 		
5.3	The report highlights the areas which the school will be integrating into practice, which were discussed by the staff at follow-up staff meeting. Staff have requested that this approach be repeated for the next INSET day in January 2018.		
5.4	The Head confirmed that the school has established a Twitter account to improve communication and to publicise the activities taking place in school. A member of staff now has the responsibility for sending photos and information to the press to raise the school's profile.		

5.5	As many governors were unable to open the document outlining the results from the interviews with governors, staff and parents on what we would like our curriculum to be, this will be re-circulated in a revised format by the Clerk.	Nov 17	Clerk
5.6	The data dashboard from FFT was discussed, as RAISEonline has been discontinued. This data set will be updated in January 2018, when two pupils will be disallowed under DFE guidance.		
5.7	Governors asked about the disappointing SAT results last year where several pupils underperformed. Pupils are now getting use to different styles of testing.		
5.8	'Star Assessments' are now in use in school as results from these tests have a high correlation to SATs results and as they allow each child to receive a standardised score with diagnostic data.		
5.9	The Committee reviewed the progress on two aspects of the SDP, including a drive to enable pupils to achieve higher scores in the SATs and in achieving greater depth in Maths. CG gave further information about the innovative practices in Maths include the development of its own scheme of work on fluency called 'Rainbow Recall' for KS2. Work at greater depth is being supported by the use of 'Deep Dive' stamps.		
5.10	Governors asked about the issues raised last year where there was appeared to be a mis-match between work in Reception and Year 1. As a result Reception start work on shape and number work earlier than before to enable a better sense of number than last year. It was noted that providing additional TA support for some Year 1 pupils is more difficult this year with the reduction in TA hours.		
6.	Chair's Action		
6.1	The Chair had no additional activity to report.		
7.	Standing items		
7.1	Innovative Practices - The new approach to the Curriculum in the Foundation Stage is an example of innovative practice as the school caters for the changing needs of the children. See item 1 above.		
7.2	Governor Visits - see item 4.2 above.		
8.	Review Work Schedule		
8.1	Review Pupil Number Forecast (October roll) - The Head reported that there were 531 children on roll on National Census day in October 2017. This compared to 519 pupils on roll last year. The school is likely to remain at 20 classes in September 2018 and is likely to require 21 classes in September 2019.		
8.2	Review development of National Curriculum and assessment procedures - The Head reported that the development of the National Curriculum and different assessment procedures are continually being reviewed.		

9.	Review Schedule of Policies		
9.1	There were no policies to review at this meeting. A new History Policy will be presented at the next L&D meeting on Thursday, 11 January 2018.	Jan 18	Clerk
10.	Minutes of the previous meeting		
10.1	The minutes of the last meeting on 28 September 2017 were read, agreed and signed by the Chair as a true record of the meeting.		
11.	Any Other Business		
11.1	The Committee recorded their thanks to Yasmin Finch for her period of service to the GB as a Parent Governor.		
11.2	There being no other business the meeting closed after item 12 at 6.53 pm.		
12.	Summary of Impact on Standards and Progress		
12.1	Full GB and Committee meetings now end by reflecting on what the meeting has achieved to further school improvement.		
12.2	The Committee agreed that, at this meeting, it had: <ul style="list-style-type: none"> Developed a greater understanding of the way in which the school had responded to the needs of its new children following the initial assessment of their ability from the presentation on the Foundation Stage Curriculum (item 1); Discussed the innovative practice and change in approach in the Foundation Stage Curriculum which appeared to be having a positive impact on learning and was narrowing the gap; Reviewed the progress on two aspects of the SDP, including the Curriculum and in achieving greater depth in Maths; and Understood the impact of the latest professional development of its staff which has already had a positive impact in school. 		

Learning & Development Committee Action Points – 9 November 2017

L&D 2 2017/2018	Action Point	By Whom	Outcome
AP1	4.2 The Chair to finalise the revised Governor Visits for 2017/18 template.	Chair	
AP2	4.2 RJ to review and amend the Mobile Phone Use Policy, with the Head to amend the section marked Contact Details.	Head/RJ	
AP3	5.5 The Clerk to re-circulate the document outlining the results from the interviews with governors, staff and parents on what we would like our curriculum to be, in a revised format.	Clerk	Completed
AP4	9.1 A new History Policy will be presented at the next L&D meeting on Thursday, 11 January 2018.	Clerk	Completed