

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

**Minutes of the Learning and Development Committee Meeting
Thursday, 16th January 2020 (6.00 to 7.15 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
Rob Jagger	RJ
Cathy Sweet	CS
Heather Wood	HW
Andrea Dollard	AD

Item		Action	Lead
1.	Welcome / Apologies / Declarations of Interest		
1.1	Governors Present: Vicci Godbold, Christine Curtis, Dawn Mills, Jane Ainscow, Peter Smith, Rob Jagger, Heather Wood, and Andrea Dollard.		
1.2	Non-Governors Present: Jenn Dover(Clerk).		
1.3	The meeting was quorate with 8 governors present.		
1.4	Apologies for absence, with governors' consent: Cathy Sweet, Claire Gerrard.		
1.5	Absent: None.		
1.6	Declarations of Interest: Rob Jagger's wife is employed by the School. There were no other declarations of interest by members of the GB in respect of any item on the agenda.		
2.	Notice of change in order, or any other business		
2.1	There was no change in order.		
2.2	There was one bit of any other business which was that the educational visit policy has been postponed due to Claire Gerrard and Angela Cook attending recent training on this topic and the policy requiring more updating.		
3.	Review of minutes, and action points of the previous meeting held on 7th November 2019		
3.1	The minutes of previous meeting held on 7 th November 2019 were circulated prior to the meeting. There was one amendment to be changed (title of the attendance list had the incorrect committee name). The committee were happy for the Chair to sign the minutes as an accurate record and clerk will make the amendment and staple them to the signed minutes.		
3.2	There were no action points from this meeting.		

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<p>4.</p> <p>4.1</p> <p>4.2</p> <p>4.3</p>	<p>Head's Report</p> <p>Behaviour - VG presented a presentation regarding the amendments made to the behaviour policy to reward good behaviour as well as manage poor behaviour. The policy is based on the concept of 'you own your own behaviour'. ACTION: VG to send the complete presentation to the GB.</p> <p>Staff training has taken place regarding the amendments made to the policy and VG explained the scale of the behaviour policy and how these are achieved, and how often the scale is refreshed.</p> <p>Challenge: RJ asked how is this displayed in the classroom, to which DM stated the crystal is displayed but not their names. RJ asked how staff are tracking all the pupils in the classroom, to which VG stated it was up to staff on how they want to record the movements, as it will be recorded but not formally. RJ stated it seemed a little bureaucratic, so how do the children know where they are? DM and VG are confident that each child will know where they are.</p> <p>Challenge: AD asked if this was making extra work for the staff, to which VG said it was not.</p> <p>HW stated that as a parent the principal sounded good, and the ethos behind it.</p> <p>ACTION: VG to bring an update on how the teachers are dealing with this behaviour concept.</p> <p>Challenge: AD mentioned that the lunchtime supervisors pack does not include anything on how to report good behaviour. VG said that this has been discussed as they have always been able to hand out smiles and this will be reinforced during their training.</p> <p>Learning Walk - Results of the last OFSTED was to look at how are children taking responsibility for their own learning. VG carried out a learning walk throughout the whole school this week and shared some examples of learning throughout the key stages. VG was happy to report that she saw plenty of evidence of self disciplined children who were taking responsibility for their learning. However, there are two areas to be developed which are readiness for learning in PE lessons and a small minority of children in Yr 3 being ready for the start of the lesson. VG reiterated that the majority of pupils are ready to learn, prepared to learn and are able to follow routine.</p> <p>Reading for pleasure - The school is still running book fayres every half term. Every year group has a list of books they want to read by the end of year and now these books have been purchased to be kept in classrooms. Reading week and writing week plans were discussed. VG discussed how each Key Stage is currently working on their reading. Natalie Browne and VG will be carrying out a reading review this half term to see how the school is currently at with regards reading and look at any issues that need addressing. For KS1 the inset day in September will be going through all the books and linking the book bands to phonics sounds to enable reading and learning. To end the discussion the committee were given some questions, used in Yr4, regarding texts and reading, and they were answered after the committee watched the warm up video. DM discussed how the questions relate to reading, and it provides the children with a greater depth regarding to characters and how it has been beneficial to the pupils. The idea is that pupils stop and discuss the text not just read the words. Key stage 2 will continue teaching</p>	<p>ACTION</p> <p>ACTION</p>	<p>VG</p> <p>VG</p>
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	reading in this way as it is working Key stage 1 needs to focus on phonics links to reading. OFSTED do reading as a deep dive on reading, which VG covered in depth and how this is being addressed in school. HW asked if there had been any uptake in the mystery reading programme, to which VG confirmed it was happening more frequently in the lower Key stages and that parents were enjoying it. There were no questions for VG.		
5.	Chair's Report		
5.1	There was nothing to report.		
6.	Monitor progress of national curriculum and assessment procedures		
6.1	Time was spent discussion the forthcoming Year 4 multiplication test, which take place in June. The school took part in a pilot for this test last year. The proposed changes being made regarding a formal assessment by Government at beginning of KS1 were also discussed.		
7.	Governor visit feedback		
7.1	Safeguarding - the latest report had been circulated and there were no questions for CC or AD.		
7.2	RJ report had been received by the Chair, but not fully circulated, therefore, it will be discussed at the next meeting.		
8.	Policy Review:		
8.1	EAL - There was no changes to this policy. DECISION: This policy was agreed upon.	DECISION	
8.2	Educational visits - This policy has been postponed to the next committee meeting.		
8.3	Charging and remissions - There was no changes to this policy. DECISION: This policy was agreed upon.	DECISION	
9.	Any other business		
9.1	A discussion was had regarding what the Governors would like to see at the next meeting and it was decided that they would like to see example of year 2/4/6 work showing pupils below ARE, at ARE and working at greater depth. ACTION: VG to bring examples of writing for the next meeting.	ACTION	VG
10.	Summary of impact on standards and progress		
10.1	Full GB and Committee meetings end by reflecting on what the meeting has achieved to further school improvement.		
10.2	The Committee agreed that, at this meeting, it had: <ul style="list-style-type: none"> • Been fully briefed on the changes made to the behaviour policy and have challenged the impact. • Governors have a better understanding on how reading is taught in KS2 and the impact of the progress in reading for these pupils. • Governors have also received the most up to date safeguarding report. 		

Learning & Development Committee Action Points – 16th January 2020.

L&D 2019/2020	Action Point	By Whom	Outcome
AP1	4.1. VG to share the behaviour policy presentation with the	VG	Feb 20

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	committee.		
AP2	4.1 VG to bring an update on how the teachers are dealing with the new behaviour crystal.	VG	Feb 20
AP3	9.1 VG to bring examples of writing work at different levels for the next meeting.	VG	Feb 20