

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

**Learning and Development Committee Meeting  
Thursday 19<sup>th</sup> January 2023 (6.00 to 7.15 p.m.)  
Minutes**

<b>Learning and Development Committee Membership</b>			
Chris Snape	Head	Nick Drury	ND
Heather Wood	HW	Rob Jagger	RJ
Katie Humphrey	KH	Peter Smith	PS
Emily Broadhurst	EB	Duncan Woodall	DW
Jane Ainscow	JA		

<b>Item</b>		<b>Action</b>
1.	Welcome / Apologies / Declarations of Interest	
1.1	Governors present: Chris Snape, Emily Broadhurst, Peter Smith, Duncan Woodall, Jane Ainscow, Katie Humphrey, Rob Jagger, Heather Wood and Nick Drury.	
1.2	Apologies for absence: None	
1.3	Absent: None	
1.4	Declaration of Interest: RJ and ND spouse works in the school.	
2.	Calculations Policy and presentation by Liam Brook	
2.1	The Calculation policy was circulated prior to the meeting, and this will be then be sent to staff and parents. LB explained what was included in the policy and what was happening across the year groups in the school. JA confirmed that it was a very thorough and detailed policy. KH raised that it would be a useful tool for parents as it can be referenced by parents whilst pupils are learning. DW stated it was a clear and interesting policy. LB stated that the next step is to speak to CS on how this is launched to parents. There was a discussion regarding the detailed vocabulary used by pupils and how it used as a tool to explain what the pupils are doing in maths. Thanks were shared to LB for his time and the work completed on this policy.	
3.	Minutes and action points from the meeting held on 10 <sup>th</sup> November 2022.	
3.1	The minutes were agreed as a true and accurate record of the meeting held on the 10 <sup>th</sup> November 2022.	
3.2	There was one action point, which is on this agenda.	
4.	Head's Report	
4.1	CS had a lengthy handover with RT during the last half term. CS opinion is that there is incredible staff doing a great job of delivering the curriculum and CS role is now to work out how best to support staff with structure. CS is looking at how the curriculum is being linked through the years as there is currently potential for disconnection through the years where subjects aren't necessarily linked together and progressed.	

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4.2	Harringay: CS has found that there are some issues with the Harringay curriculum but there are benefits. Focus should now be on how to make the scheme suit the school. Harringay have also increased a charge for booklets, and the school is no longer allowed to print the resources. <b>CHALLENGE:</b> RJ asked how much this booklet charge would cost, which CS had worked out with the SBM to be an increased cost of an estimated £6,000. The school are looking at whether there is booklets in school that can be reprinted, however, some year 6 resources have yet to be released so will therefore, be at a cost. <b>CHALLENGE:</b> RJ asked if the staff have enough experience to create their own scheme based on the resources already used. CS responded that this was possible but it would need to be thoroughly planned out, which would take time. EB raised that with the year 6 resources not being released these would need to be looked at, and it can be then be decided whether the school pay out for it as currently there was some resources available and adaptable for the year 6.	<b>CHALLENGE</b>  <b>CHALLENGE</b>
4.3	Assessment not been looked at in depth yet. CS intention is to make the assessment successful and purposeful as it can be. Currently assessments give a periodic benchmark but this could be more useful. CS raised that assessment procedures can be costly so CS will research into these and update the committee on the best course of action.  Thanks were shared to CS for his verbal report and there were no further questions	
5.	Chair's Report	
5.1	JA met with RT and had a brief update review of the Harringay curriculum, however, following CS update in this meeting the feedback from JA was supporting what CS had stated. JA attended the Reception nativity and was impressed with the development of the children since starting school in September. JA had sent some feedback and thanks to the EYFS staff.	
6.	Monitor Absence and Attendance Data	
6.1	CS shared a report from the Fisher Family Trust to the governors in the meeting. CS reassured the committee that the schools attendance figure is up on national, with some areas of improvements being highlighted. CS has met with the school secretary, SENCo and families worker to discuss absence and initiatives to address lateness were discussed. <b>CHALLENGE:</b> JA asked if there were persistent absentees, which CS confirmed there were but he is still analysing the data to see how they are affecting the attendance data.	<b>CHALLENGE</b>
7.	Topic Book review	
7.1	Governors requested to look at a range of topics books as an outcome of the Ofsted feedback. A range of books were provided and the governors looked through these and then discussed what was evident, included progression and marking. EB raised that the inspector raised the point of topics book as an improvement point not through an Ofsted criteria or action. KH raised that there was some inconsistency in the books over what the subject was and the clarity in the order of the lessons. HW stated that some books were clearly identified but that this was not always consistent. DW raised that there is a potential for a lot of topic overlap and CS raised he	

	needs to address the need for there to be clear explicit links as a priority. EB highlighted that some topics are so closely related that which bit of work goes in which books would be a hard decision. There was evidence of regularly assessments and teacher feedback in the books and the quality of work was fantastic. The consistency of presentation is better in the topic books but it can be difficult to see progression if the books are not filled up over years. It was raised that year 6 pupils are currently doing SATs paper-based work to be with the transition and there is evidence of the progression of the work ethic amongst the year groups. HW was pleased to see evidence of pupils being asked to form their own opinions, which will be useful tool.	
6.	Policies	
6.1	Assessment: This has been reviewed by SLT and evidence of it working had been seen in the topic books. CS intends to implement more assessment criteria across the year groups and update this in the policy. <b>CHALLENGE:</b> HW asked how it is ensured that supply teachers marking is consistent, which EB explained what supply staff do and do not mark. There was an in-depth discussion regarding how books were marked in regard to pupils being supported and guided. <b>DECISION:</b> The committee agreed this policy.	<b>CHALLENGE</b>  <b>DECISION</b>
6.2	EAL: CS will look at this in more detailed, but it has been amended to reflect what is currently happening in school. There should be an EAL lead in school, which CS is looking into. <b>CHALLENGE:</b> HW asked if there were any recommended changes going forward, which CS responded he would need more time to look at it in depth. EB explained the current support, given by the Rotary club, to the Ukraine pupils and confirmed that new dual language books had been purchased recently. CS raised that a long-term initiative would be to address the EAL needs in the curriculum. <b>DECISION:</b> The committee agreed this policy	<b>CHALLENGE</b>  <b>DECISION</b>
6.3	Clothes and nappy changing: CS had spoken to different sources regarding whether this policy was necessary, and it was agreed that this policy was superseded by the Intimate Care policy. <b>DECISION:</b> The committee agreed to archive this policy.	<b>DECISION</b>
7.	Any other business	
7.1	HW wished to raised how positive it was to see that the Mystery Reader scheme is being restarted.	
8.	Summary of impact and standards	
8.1	The governors agreed that the impact of this meeting on standards and driving progress included: <ul style="list-style-type: none"> <li>Assured themselves that pupils are meeting learning objectives and progression as evident in the topics books.</li> <li>Ensured that the assessment policy is being used effectively and consistency across the year groups.</li> <li>They were up to date on the calculations policy and gained a thorough understanding of the policy and look forward to seeing the subject develop.</li> </ul>	

**The meeting closed at 19:04**