

THORNDOWN PRIMARY SCHOOL
Learning and development Committee Meeting
Thursday 7th November at 6pm
Minutes

Membership of the Learning and development Committee:			
Vicci Godbold	VG	Rob Jagger	RJ
Christine Curtis	CC	Cathy Sweet	CS
Claire Gerrard	CG	Jon Lee	JL
Dawn Mills	DM	Andrea Dollard	AD
Jane Ainscow	JA		

Item		Papers	Lead
1.	Welcome / Apologies / Declarations of Interest		
1.1	The Governors present were Christine Curtis, Claire Gerrard, Jane Ainscow, Peter Smith, Rob Jagger, Cathy Sweet, Jon Lee , Andrea Dollard.		
1.2	Non-Governor present: Jenn Dover (Clerk)		
1.3	The meeting was quorate with 8 Governors.		
1.4	Apologies for absence, with Governors' consent: Vicci Godbold and Dawn Mills.		
1.5	Declarations of interest: <ul style="list-style-type: none"> ● Jon Lee is a Senior Finance Officer for the LA, and therefore may have a conflict of interest in any matters relating to finance. ● Rob Jagger's wife is employed by the School. There were no other declarations of interest by members of the GB in respect to any items on the agenda.		
2.	Notice of a change in order, or any other business		
2.1	There was no change to order and no items of AOB		
3.	Review of the minutes and action points of the previous meeting held on 26th September 2019		
3.1	The minutes from the meeting held on the 26th September were agreed upon and signed.		
3.2	The action points below completed: <ul style="list-style-type: none"> ● AP1 - Clerk has circulated the forest school presentation. ● AP2 - VG has provided some topics books for this 		

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	meeting.		
4.	Headteacher's Report		
4.1	CG shared VG's report on her behalf.		
4.2	<p>Curriculum - There has been a successful history week (Newsletter to come), which has helped the subject leader with regards to seeing history across the whole school and identifying any teachers who'd benefit from training and support going forward. The end of topics events were currently being planned, with events such as Medieval and Viking day and a toy museum.</p>		
4.3	<p>CPD - The school is hosting courses for subject leaders (History, Geography and RE) paid for by Spring Common Teaching School. We invited schools from across Huntingdonshire and 18 teachers attended the first history one.</p> <p>There is a thorough training program in place for the TAs, which have includes session on Social Stories, risk and resilience for children and maths. The school value all that the TAs bring to the school. CC asked whether any TA had training in bereavement, which CG said she would look into as she knew that the previous Inclusion worker had received some training in this, but wasn't sure whether our new Child and Family Pastoral Worker had received this.</p>		
4.4	<p>ITT - The school has received two applicants thus far, which is positive considering the closing date for applications is in August. One interview has already taken place, and one will take place next week. The interviews included answering questions from Year 6 sand reading and discussing a book with some Year 2 children.</p>		
4.5	<p>Events - The Year 6 entered the English challenge for the LA and they came 2nd so they are through to final. A group for The Maths association national challenge is being formed, with a number of pupils showing an interest in taking part. CG also shared with the committee the prizes pupils can win for effort and progress in developing key fluency skills though out Rainbow Recall programme, which teachers nominate pupils for each half term. The programme is being tweaked and Year 2 have started an adapted version.</p> <p>Parents' evenings are taking place next week. The Year 6</p>		

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4.6 4.7	<p>Hilltop trip was a success and the Year 4 are currently away on the Burwell trip, which is going well. As it is anti-bullying week next week there will be a strong focus on this, with teachers tapping into plenty of resources.</p> <p>Educational visit policy - CG shared with the committee that she had been looking at updating this policy with staff. We will 'zone' trips using the RADAR model and look at the risk assessments needed for the different types of trips. The zones for trips were explained to the committee and once CG has finalised this policy she will bring it to the next meeting.</p> <p>Pupil Premium visit - A visit has taken place but the report has not been completed and shared with the GB yet. However, RJ gave a brief update on this visit to the committee.</p> <p>Topic books - The committee then went through a range of topic books that had been provided by staff for the meeting. There was a discussion regarding the content of the books including praise on the topics covered, the writing, the creativity, and the teacher feedback found. Further comments of note were that the committee found that the books showed embedded work on Spiritual, moral, social and cultural aspects and that the consistency of presentation in books and the marking policy is clear across the years. They also noted the quality of work, including high level vocabulary, esp in the older year groups' books, (It was evident that the vocabulary focus is having an impact) High expectations and application of English skills are evident within topic books.</p> <p>The committee thanked staff for sharing the books as they show pupils have a clear understanding of what they are learning.</p>		
5.	Chair's Report		
5.1	There was nothing to report.		
6.	Monitor attendance and absence data		
	This will go to next FGB meeting.		
7.	Review impact of pupil premium spending		
	This will be included in RJ's pupil premium visit report.		
8.	Review development of national curriculum and		

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	assessments procedures		
8.1	CG informed the committee that the school follow the statutory guidance and keep up to date with new developments. There is a key focus on subject leaders' development, and HLTAs are being used to cover subject leaders to release them to look how their subject is being taught across the year groups. As EY, KS1 and KS2 have all been moderated over the last three year, We do not expect to be moderated this year, although we will be ready!		
9.	Any other business		
	There were no items of AOB.		
11.	Summary of impact on standards and progress		
11.1	Full GB and Committee meetings now end by reflecting on what the meeting has achieved to further school improvement.		
11.2	The Committee agreed that, at this meeting, it had: <ul style="list-style-type: none"> ● Seen a clear progressions across the year groups and subject books. ● There was evidence of consistency in the marking across the school. ● The committee noted that the vocabulary work undertaken by the school is having an impact across the subject books. 		

The meeting closed at 6:51pm.

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