

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

**Minutes of the Learning and Development Committee Meeting
Thursday, 15 March 2018 (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
Rob Jagger	RJ
Jill Foster	JF
Louise Lawson	LL
David Varey	DV
Jon Lee	JL

Item		Action	Lead
1.	History Presentation		
1.1	The Committee welcomed Jenni Collins (JC) to the meeting to discuss the History Curriculum and a new History Policy, which had been circulated to the Committee before the meeting.		
1.2	The History Curriculum has been revised to develop a more creative and skills based learning journey for the children, in line with other curriculum developments and in response to the 2017 Ofsted, and the new History Policy reflects current practice.		
1.3	The teaching of History teaching in school is to stimulate the children's interest and understanding about the life of people who lived in the past.		
1.4	The History Curriculum aims to: <ul style="list-style-type: none"> • Foster in children an interest in the past and to therefore develop an understanding of the present in light of the past; • Develop a sense of identity through their learning of British, European and World History; • Gain a sense of chronology; • Broaden their knowledge and understanding of other cultures; • Experience the process involved in understanding and interpreting the past; • Learn to pose historical questions and conduct investigations; • Use History to enrich other areas of the curriculum; and • Enjoy history and arouse a curiosity of the past. 		
1.5	For effective learning to take place, there will be opportunities for enquiry and deduction, and Opportunities for independent consolidation or research. Pupils questioning skills are being encouraged.		
1.6	To facilitate the school's 'child centred' approach to teaching history, children will require access to a variety of both primary and secondary sources, including:		

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READ & AGREED AS A TRUE RECORD (CHAIR)

	<ul style="list-style-type: none"> • Period or reproduction artefacts; • Books and other periodicals; • ICT – in the form of teaching aids and to support data collection; • Provision for children to visit historical sites and meet with experts; and • Topic boxes 		
1.7	Whilst the number of resources is being developed, cross-curricular links are also being developed across a number of subjects, including Maths and Art.		
1.8	The Committee thanked JC for her report and adopted the new History Policy.		
2.	Welcome / Apologies / Declarations of Interest		
2.1	Governors Present: Vicci Godbold, Christine Curtis, Claire Gerrard, Jane Ainscow, Dawn Mills and Peter Smith.		
2.2	Non-Governors Present: Jenni Collins (item 1 only) and David Clark (Clerk).		
2.3	The meeting was quorate with six governors present.		
2.4	Apologies for absence, with governors' consent: Rob Jagger, Jon Lee and Jill Foster.		
2.5	Absent: David Varey and Louise Lawson.		
2.6	Declarations of Interest: None		
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 Action Points		
4.1	There were six Action Points from the last meeting on 11 January 2018.		
4.2	Five of the six APs (APs 1, 3, 4, 5 & 6) had been completed prior to the meeting or were agenda items.		
4.3	For AP2, it was noted that JL had confirmed his availability for a Governor Visit in March.		
4.4	For AP5, the Head agreed to email RJ regarding any amendments to the Mobile Phone Use Policy.	March 18	Head/RJ
5.	Headteacher's report		
5.1	The Head reported that she, and other staff, were continuing to visit other schools to gather information and ideas that would help move Thorndown to 'Outstanding.'		
5.2	Following a visit to school in Norwich, the Head would be arranging for an external SIP to visit the school and undertake a review.		

5.3	The Head and Deputy had visited a new Academy in Peterborough and were given an insight into the positives and the pitfalls in achieving this status.		
5.4	Cluster work involves a plan to develop work to support disadvantaged children, including undertaking work with families to make them feel more inclusive about school. This would include a Parents meeting day in October (INSET day).		
5.5	The Deputy explained about a visit with Year 1 staff to see Maths being taught in a school in Peterborough. This was also a very positive visit with new ideas about recording and the use of vocabulary, as well ideas to change the structure of teaching each week.		
5.6	DM explained that her recent visit involved moderating work in a different cluster for the first time.		
5.7	The Head reported that future INSET days would look at Pupil Questioning skills and Team Leaders would be reviewing books and developing audits.		
5.8	A practice SATs week for Year 6 has just been held and this has helped ease the concerns of the children and the staff.		
5.9	The Head confirmed that an Easter school for children needing additional support would again be held this year.		
6.	Chair's Action		
6.1	The Chair had no additional activity to report.		
7.	Standing items		
7.1	Innovative Practices		
7.1.1	An 'Open Morning 'is to be held to enable good practice in Early Years to be demonstrated to visiting staff.		
7.1.2	New questioning techniques in Maths called 'Noticing and Wondering' are being used to explore and develop skills.		
7.1.3	The excellent planning and cross-curricular work in RE is being praised and used as a model of good practice by SACRE.		
7.2	Governor Visits – A History/Geography /Science Governor Visit Report had been circulated prior to the meeting. Reference was made to the excellent recent Geography week, and the report will be amended to reflect the success of this activity. The Science Co-ordinator is planning to run a similar activity. The Clerk to circulate this report to the GB for information purposes.	March 18	Head/ Clerk
8.	Parental & Pupil Surveys		
8.1	The Parental Survey has just been completed and data will be given to the GB when available.		

8.2	The Pupil Survey has also just been completed and has highlighted children needing help and allowed staff to respond to this.		
9.	Review Work Schedule		
9.1	There were three items to consider from the Work Schedule.		
9.2	A new Learning Entitlement Policy is to be written, and the Head is collecting information and evidence.		
9.3	The school continues to monitor the progress of children through the teaching of the National Curriculum using its assessment procedures. There was a discussion about the impact of new children moving in to the school during the school year.		
9.4	Accessibility Plan - A revised Accessibility Plan had been circulated prior to the meeting. This was adopted for use in school.		
10.	Review Schedule of Policies		
10.1	There were three policies to review as part of the Review Schedule.		
10.2	Mobile Phone Use Policy – discussed in item 4.4 above.		
10.3	Homework Policy – this was adopted after a few minor amendments.		
10.4	Governor Visits – JA agreed to email the Clerk an amendment to the template for visits to include a reference to policies. Subject to this change the policy was adopted for use in school.	March 18	JA
11.	Minutes of the previous meeting		
11.1	The minutes of the last meeting on 11 January 2018 were read, agreed and signed by the Chair as a true record of the meeting.		
12.	Any Other Business		
12.1	PS explained that the Town Council was again supporting the Summer Holiday Reading Scheme in the Library, and that the children would be presented with rewards for their impressive work.		
12.2	There being no other business the meeting closed after item 12 at 6.57 pm.		
13	Summary of Impact on Standards and Progress		
13.1	Full GB and Committee meetings now end by reflecting on what the meeting has achieved to further school improvement.		
13.2	The Committee agreed that, at this meeting, it had: <ul style="list-style-type: none"> • Developed a greater understanding of the development of the History curriculum in the school in line with the learning entitlement of the children; and • Understood that through its forward-thinking, the school is making continued progress as it strives for excellence, as demonstrated through a number of external visits made by staff. 		

Learning & Development Committee Action Points – 15 March 2018

L&D 4 2017/2018	Action Point	By Whom	Outcome
AP1	4.4 The Head to email RJ regarding any amendments to the Mobile Phone Use Policy.	Head	
AP2	7.2 The Science Co-ordinator to be asked to run an activity day/week.	Head	
AP3	7.2 The Clerk to circulate the amended History/Geography /Science Governor Visit Report to the GB for information purposes.	Clerk	
AP4	10.4 JA to email the Clerk an amendment to the template for Governor Visits to include a reference to policies.	JA	