

<p>EYNESBURY CHURCH OF ENGLAND PRIMARY SCHOOL MINUTES OF THE POLICY AND CURRICULUM COMMITTEE MEETING Held at the school on 10th October, 2017 at 7.30 p.m.</p> <p><u>Present:</u> Eileen Raggatt (ER) (chair), Barbara Churms (BC), Mandy King (MK), Sharie Neale (SN) and Kate George (KG).</p> <p><u>In attendance:</u> Tracey Crawshaw (Camclerk), Caroline Truman (CT) (Associate governor).</p>	
<p>1. Welcome, introduction and apologies: Eileen Raggatt welcomed everyone to the meeting. The meeting was quorate (The quorum is 3 as noted in the Terms of Reference). Apologies were received from Sue Lea (SL) (leave of absence).</p>	
<p>2. Subject Overview: Maths Katie Crozier presented a written report which is attached to the minutes. Governors discussed report and the following highlighted:</p> <ul style="list-style-type: none"> • The team has seen maths mastery embedded in Key Stage 1 (KS1). • There are more resources available for assessment than previously in mastery. • Governors enquired regarding PUMA data. PUMA data is a standardised score which helps teachers with assessment and also can help with age of learning of children. • Rainbow recall fluency was explained to governors and examples circulated to governors. • An example maths planning overview was circulated to governors. • Governors enquired if cover will be required for the Maths support role. No cover is required as the Maths coordinator role is a non-teaching role <p>Music A verbal report was given and following areas highlighted and discussed:</p> <ul style="list-style-type: none"> • There is currently no budget for music and there is no current investment in instruments. • The violin project still takes place in Year 2 and due to a cutback budget funding the school funds 1 term with reduced rates for parents after that. The Year 3 Cornet and Clarineo projects are still ongoing, so by Year 3 all children have had a chance to experience brass, woodwind and stringed instruments. Governors enquired if whole class recorder sessions are taking place. No, there are currently no whole class recorder sessions, Year 1 use the chime bars in the summer term. <p>Katie Crozier left the meeting at 7.55pm.</p>	
<p>3. Notices of General Business: Terms of Reference.</p>	
<p>4. Election of Chair and Vice Chair</p> <p>One nomination for the position of Chair was received for E Raggatt and she was appointed Chair for the term of one year.</p> <p>One nomination for the position of Vice Chair was received for K George and she was appointed Vice Chair for the term of one year.</p>	
<p>5. Declaration of Pecuniary Interest: None declared.</p>	
<p>6. Correspondence None.</p>	
<p>7. Minutes of Last Meeting 14th June, 2017: The minutes were agreed as a true record and were signed by the chair.</p>	

8. Matters arising from Minutes not otherwise covered on the agenda:		
None.		
9. Actions from previous meetings:		
Action 106.1	Communication journals are now being used the school and an example was shown to governors. Each year group has a slightly different version will relevant information. Governors enquired if the journals have been helpful. Yes, they are being used and have been received well. Parents have written comments in the books. A parent governor noted that the maths and spelling information was very helpful and it is good to have all of that information in the same place. CLOSED. Governors noted that the communication books were far beyond what was expected in the initial discussions.	
Action 107.1	Governors are to monitor the updating of the school prospectus for 2017-18 and ensure it is on the school website. CLOSED. The 2017-18 prospectus is on the school website.	
Action 107.2	Updated Complaints Policy to be circulated to governors. CLOSED. Policy has been circulated.	
Action 107.3	Can the SEN report replace the SEN policy on the school website? OPEN.	MK/CT
10. Standards (MK/CT)		
<ul style="list-style-type: none"> Standards were discussed in detail at the Full Governing Body meeting 2 weeks ago. Governors were advised that a soft start has been introduced in Key Stage 1. The children are allowed in to school (before the bell) at 8.45 which has made a calmer start to the day and allows easier communications between parents and staff 		
11. Policy Reviews:		
<ol style="list-style-type: none"> Teaching and Learning. The policy was agreed minor amendments and signed by the chair. Governors enquired if staff had input into the policy. The policy was updated last year and teachers had input then; as no significant changes have been made this year their input was not required. Action 108.1: MK or CT to check if in year transfer children receive the Home School Agreement. Curriculum and Planning. The policy was agreed with minor amendments and signed by the chair. Governors enquired if the Special Intervention Programmes are still being used. Yes, they are being used such as ECAR and Rapid Readers but not this term. Governors asked if Anti-Bullying week takes place. Yes, it happens every 2 years and is part of the curriculum map for PSCHE. Equality including Race Equality - The policy was agreed with minor amendments and signed by the chair. Recording Racist Incidents – The policy was agreed with minor amendments and signed by the chair. It was noted that this is a model policy from the Local Authority. Governors enquired how racist incidents are logged. Incidents are logged in the behaviour log, if a child has 3 incidents in a term then parents are contacted. Homework - The policy was agreed with minor amendments and signed by the chair. Governors asked if holiday homework is set. Generally homework is not set over the holidays but it can vary. 		MK/CT
12. Review of Policy Matrix		
Second meeting Curriculum Subject Reports:		

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<p>Pupil Performance (MK/CT) to FGB Geography (CT) Policy Reviews Computing HR) SEN (NC) PSCHE (J P-M) Drugs (J P-M) Internet Usage (HR) Use of Images (HR)</p>	
<p>13. AOB: The terms of reference have been updated and were agreed by the committee. Action 108.2 Clerk to circulate updated Terms of Reference and circulate with the minutes.</p>	Clerk
<p>14. Next meeting: Wednesday 29th November 2017, Tuesday 23rd January 2018, Wednesday 7 March 2018, Wednesday 9 May 2018 and Wednesday 13 June 2018. The meeting closed at 9.30pm</p>	

Signed by the chair.....Date.....

Eynesbury Maths SIP 2017 – 2018

Success Criteria	Autumn Milestones
At least 80% of children in each year group to be secure with age-related objectives in maths	Identify children in each year group who are working just below ARE.
Maths intervention for targeted children shows accelerated progress	Intervention groups in place for children identified as not making expected progress.
Assessment data analysed termly to monitor progress rates in maths and ensure end of KS2 value added score is in line with the national picture	Teacher assessment, White Rose and PUMA data analysed in January 2018 to provide a picture of pupil progress
An increased proportion of pupils work at greater depth within mathematics at the end of KS1 and KS2	Book scrutiny carried out in December to look for evidence of reasoning and problem solving based work. White Rose assessment data analysed in January to identify questions of greater depth and % of children who answered accurately
Rainbow recall introduced KS2 Fluency session/maths meetings identified on timetable	Check timetable provision of maths meetings and fluency. Pupil interview about fluency November 2017. KS2 parents meeting held to introduce Rainbow Recall and how it can be supported at home.
Pupils show good progress within the Rainbow Recall fluency programme	Review the Rainbow Recall fluency programme for addition and subtraction facts. Check progress on class records. Review the multiplication recall programme Autumn 2

Assessment

- White Rose assessments – completed at the end of each term to assess objectives covered in the termly teaching blocks – intervention groups highlighted for following term.
- PUMA tests taken in Spring Term 1 (w/b 8th January) and Summer Term 1 (w/b 21st May) to provide standardised/progress scores.
- CT and KC to meet termly to discuss data/ check progress/ identify children for intervention

Fluency

- Separate 15 minutes slot for fluency included each day on timetables
- KS1 fluency included as part of the maths meeting sessions
- Rainbow Recall fluency programme designed by KC and CG from Thorndown and introduced in KS2 in September to address issues with number fact recall.
- Rainbow Recall applied questions planned for use with Y6 to keep number skills 'on the boil'
- Emphasis within all fluency programmes is on number sense and using the most efficient method for the numbers involved.
- Rainbow Recall reviews are planned into my diary and maths staff meetings are planned for each half term where the programme will be discussed.
- A KS2 parents meeting to introduce Rainbow Recall to parents has been planned for Tuesday 31st October.

Maths Planning

- A maths unit planning overview has been introduced to plan for key mastery features and identify relevant subject knowledge needed to teach the unit of work.

Key features of this planning are:

- Objectives
- Common misconceptions and difficult points
- Context/connections

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- Stem sentences
- Mastery/Mastery with greater depth question examples to highlight direction of the conceptual journey

This overview plan gives teachers' time to reflect on the key teaching points and pedagogy required for the unit of work. After this time can be spent on lesson design.

Lesson Resources

- Maths No Problem (MNP) textbooks have been bought to support children working significantly below age related expectations. MNP books are also being bought to support PP children.
- The government (through the Cambridge Maths Hub) is match funding MNP textbooks purchase up to £2000.
- Mastery with greater depth teaching resources have just been purchased for Y5 Y6 classes. If these are good quality this will be something that is considered for all other classes. The aim of this is to give teachers access to high quality greater depth material to use with children who have shown secure understanding of concepts being taught.

Maths Lead Practitioner Role

- KC has worked alongside teachers in Y1/Y2/Y3/Y5 and Y6 to plan and observe a maths lesson. Feedback review sheets are provided after the lesson observation with reflection comments about how to move forward.
- KC to work on the Schools Strategic Improvement Fund through the Cambridge Maths Hub for the next 5 terms. KC will visit and support 3 schools in the Wisbech area and will jointly lead training days for the 8 schools involved in the project. This will involve KC being out of school for 4 days each half term (mainly Tuesdays from January). (£350/day to cover this role).
- KC to continue to be a Mastery Lead for 7 schools in Cambridgeshire who are part of the Mastery programme run by the NCETM, via the Cambridge Maths Hub. (£7800 of funding to cover this role).