

EYNESBURY CHURCH OF ENGLAND PRIMARY SCHOOL MINUTES OF THE POLICY AND CURRICULUM COMMITTEE MEETING Held at the school on 10th October, 2018 at 7.00 p.m. Present: Eileen Raggatt (ER) (chair), Mandy King (MK), Silvana Martin (SiM) and Sharie Neale (SN). In attendance: Tracey Crawshaw (clerk)	
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: Caroline Truman (maternity leave).	
Election of Chair and Vice Chair: One nomination for the position of Chair was received for E Raggatt and she was appointed Chair for the term of one year. This was proposed by SN and seconded by SiM. One nomination for the position of Vice Chair was received for S Neale and she was appointed Vice Chair for the term of one year. This was proposed by ER and seconded by MK.	
2. Notices of General Business: None.	
3. Subject Overview: Verbal reports. Assessment and Marking (MK) Summative assessments <ul style="list-style-type: none"> - The school is no longer using White Rose Assessments as they don't fit with the school polices. - PUMA assessments were used last year and will be used across the school in Spring and Summer terms. - NEFR Reading tests are being used as they are closest to Key Stage 2 SATS. - Spellings in KS2 are carried out using single word spelling tests. KS1 testing is currently less formal until in the summer term when Year 2 will have spelling tests. - Grammar, Punctuation and Spelling tests (similar to Year 6) are undertaken in years 1-6. Formative assessments <ul style="list-style-type: none"> - Takes place as part of the planning process and ensures the pupils don't need any gaps in their learning. Marking <ul style="list-style-type: none"> - Live Marking has been introduced. Marking is undertaken during the lesson and feedback given during the lesson. Children then make any corrections or updates during the day. Deep marking is continuing. - Governors enquired if the children follow up the deep marking. The timetables are tight, and time is given for reflection on the deep marking. MK feels that feedback is best on the day, if a feedback session is not scheduled it should be part of the next lesson. Staff are using the soft start time to have books ready for follow up from marking. 	
4. Declaration of Pecuniary Interest: None declared.	
5. Correspondence The clerk circulated a Powerpoint presentation for governors on Cambridgeshire SATs results.	
6. Minutes of Last Meeting held on 20th June 2018: The minutes were agreed as a true record and were signed by the chair.	
7. Terms of Reference The Terms of Reference were agreed with minor amendments. They will now be approved at the next FGB meeting.	
7. Matters arising from Minutes not otherwise covered on the agenda: Page 1. MK has not spoken with the PTA regarding maps.	

<p>Governors enquired regarding the stock of books in the library. The stock of books is low and MK still needs to speak to the PTA regarding books.</p>	
<p>8. Actions from previous meetings:</p>	
<p>Action 112.1</p>	<p>Action 112.1 British Values to be part of Teaching and Learning Policy review next term (September 2018). CLOSED</p>
<p>Action 113.1</p>	<p>Membership to be discussed at September FGB meeting. CLOSED</p>
<p>9. Standards (MK) Standards were discussed at the Full Governing Body meeting and Governors will undertake ASP and data training next week with Craig Duncan. The Reception baseline data has been distributed to governors and has been sent into the Local Authority. No formal assessments have been undertaken in other school years. Year 6 have undertaken Year 6 mock SATs papers.</p>	
<p>10. Policy Reviews:</p> <ol style="list-style-type: none"> 1. Teaching and Learning – The policy now includes information on British Values. The Policy was agreed and signed by the chair. 2. Assessment and Marking – Policy agreed and signed by the chair, with minor amendments. KWL grids and rainbow recall were explained to governors. Governors enquired if pupils are aware of their targets. No, pupils are not aware of their targets but they will know them by the end of the term. 3. RE – Policy agreed and signed by the chair and will be taken to the next Full Governing Body meeting. 4. Collective Worship - Policy agreed and signed by the chair, with minor amendments. SN and the Head teacher will be undertaking SIAMS Collective Worship training on Monday 19th November 2018. 5. Attendance - Policy agreed and signed by the chair, with one minor amendment. 6. Target Setting - Policy agreed and signed by the chair. 7. Length of School Day - Policy agreed and signed by the chair. 	
<p>11. Review of Policy Matrix Second meeting of Autumn term Curriculum Subject Reports: Science LW Policies Computing SEN Equality including Race Equality Recording Racist Incidents More Able, Gifted and Talented</p>	
<p>12. AOB: None.</p>	
<p>13. Next meetings at 7.00pm 27 November 2018 (Tues) 23 January 2019 (Wed) 5 March 2019 (Tues) 8 May 2019 (Wed) 11 June 2019 (Tues) The meeting closed at 8.15pm</p>	

Signed by the chair..... *Chris J.F. Rogers*Date..... *27th Nov. 2018*