

<p>EYNESBURY CHURCH OF ENGLAND PRIMARY SCHOOL MINUTES OF THE POLICY AND CURRICULUM COMMITTEE MEETING Held at the school on 24th January, 2017 at 7.30 p.m.</p> <p><u>Present:</u> Barbara Churms (BC), Sharie Neale (SN), Eileen Raggatt (ER) (chair), Kate George (KG), Sue Lea (SL) <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 Mandy King (MK) and Debbie Noonan (DN).</p>	
<p>2. Notices of General Business: None</p>	
<p>3. Senior Leadership Report (CT) Assessment</p> <ul style="list-style-type: none"> • The policy was reviewed at the last meeting, so governors are familiar with assessment within the school. • This is the second year of the new assessment system and it is being embedded within the school. • Parents will soon be able to access end of year expectations in Reading, Writing and Maths for each year group online. This will enable parents to be more informed and able to support their children at home. • The change in assessment and fluidity between year groups and teachers was discussed. Governors enquired if children can become discouraged if they have not made the expected standards. At this time, it is felt that the children don't really understand the new assessment system fully, but parents do understand the new system. Children with gaps in their knowledge under the previous assessment system were supported through to the next year i.e. they started at the level where they left off at the beginning of the new academic year. Support and extra time would then be put in place to enable them to catch up. This is not so easy with the new system, as expectations are for the end of the academic year not levels which could have been built upon in the following academic year. To prevent gaps in learning the fluidity between year groups is being reviewed to ensure children are able to meet end of year expectations. • Writing assessments are completed within classes but to help with the new assessment system the whole school is being assessed using the same writing stimulus for creative writing. This will enable progression through the year groups to be seen. There is not such a clear opportunity to undertake whole school assessments in Maths, but the school uses the White Rose assessments at the end of term to support teacher assessments. • Phonics is assessed termly in Reception, and it was noted that it is harder to assess in the same way in upper Key Stage (KS1). A mock phonics screening test will take place in Year 1 in February to identify borderline children (so support can be put in place) and to help with the childrens' understanding of the test process. • Governors enquired if the Value Added information was available for governors. CT explained that as there is only one years worth of data for the new assessment system and she is not sure how Value Added will look compared to previous years. 	
<p>4. Subject Overview: Sex and Relationships – carried over to the next meeting.</p>	
<p>5. Declaration of Pecuniary Interest: None declared.</p>	
<p>6. Correspondence: None</p>	
<p>7. Minutes of Last Meeting 30th November, 2016: The minutes were agreed with minor amendments as a true record and were signed by the chair.</p>	
<p>8. Matters arising from Minutes not otherwise covered on the agenda: None</p>	

9. Actions from previous meetings:		
Action 97.1	<i>The SEND report to be on the school website.</i> The SEN policy is on the new school website. CLOSED	CT
Action: 103:1	<i>Who's who on the website to be updated.</i> The website had been replaced with a new website and is up to date. CLOSED	CT
Action 103:2	<i>Updated anti-bullying policy to be sought from the PHSE service.</i> No response has been received from the PHSE service. ONGOING.	CT
Action 103.3	<i>Kitchen in the Toasties area update.</i> It was agreed to discuss this Full Governing Body next week. CLOSED	TC
10. Standards (CT)		
<ul style="list-style-type: none"> A booklet is being produced to support parents with the end of year expectations as outlined in the Senior Leadership Report). It is currently with the staff for approval. A report on assessment is being brought to the Full Governing Body meeting to be held on the 1 February 2017. 		
11. Policy Reviews:		
<ol style="list-style-type: none"> Computing (HR). The Head teacher is currently reviewing the policy with R Burgess and it will be brought to the next meeting. Assessment and Marking (CT). The policy was agreed with minor corrections and signed by the chair. <i>Governors enquired regarding opportunities given to children to respond to marking feedback. Children are given the opportunity to respond to marking feedback once a week across the whole school. There is a slight difference in KS1 as some of the children are unable to read the feedback given so the process is managed differently.</i> Science (LW). The policy was agreed with minor corrections and signed by the chair. <i>Governors enquired regarding the roles and responsibilities of parents as outlined in the policy. Parents can support children through homework and other activities such as visits to museums.</i> Communications (CT/MK). The policy was agreed with minor corrections and additions including information on the new school website. The policy was signed by the chair. <i>Governors raised concerns regarding response times from correspondence with the school. A communication book for pupils was suggested and CT will discuss with the Head teacher and feedback to governors. Action 104:1.</i> Monitoring (CT/MK). The policy was agreed with minor corrections and signed by the chair. <p><i>Governors enquired regarding the policies once they are signed and placed in the policy folder, who accesses them? Staff access the policies as they require them, they reflect what is going on in the school and are a reference point. New staff members are expected to read whole school policies (including safeguarding) and any policies specific to their job role.</i></p>		
12. Review of Policy Matrix		
<p>Next meeting</p> <p>Senior Management Reports: None</p> <p>Curriculum Subject Reports: Foundation Stage/EYFS (LP/JB) PE (AH) Sex and Relationships (MK)</p> <p>Policy Reviews Maths (KC) Out of Hours Activities (CT/MK) Governor visits (governors)</p>		

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13. AOB:	
14. Next meeting: Wednesday 8 March 2017, Tuesday 2 May 2017, Wednesday 14 June 2016. The meeting closed at 9pm	

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

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