



**ST MICHAEL'S CE PRIMARY SCHOOL
GOVERNING BODY
CHILDREN'S COMMITTEE MEETING HELD ON
WEDNESDAY 13 NOVEMBER 2019 AT 5.30PM
MINUTES**

Part 1

ATTENDANCE	
<p><i>Governors Present:</i> Cordelia Brown, Cttee Chair (CB) Geraldine Gallagher, Ex Officio Head Teacher (HT) Reverend Kunle Ayodeji Ex Officio Foundation (KA) Charlotte Allen (CA) Lisa Maguire (LM) Stephen Bethel (SB)</p> <p>*not present at the meeting</p>	<p><i>Also present:</i> Helen Gibson, Clerk</p>

Item No.	Subject/Decision	Action by
1. 1.1	Welcome and Apologies for Absence The Chair welcomed everyone to the meeting.	CB
2. 2.1	Declaration of Interests in Respect of Items on this Agenda None.	CB
3. 3.1 3.2	Minutes of the Previous Meeting held on 16 October 2019 and Matters Arising The Minutes of the previous meeting were AGREED , signed by the Committee Chair and returned to the HT for file. Matters arising from previous meeting	CB
4. 4.1 4.2	Staffing Update HT gave update. No current vacancies. Recruitment in process for vacancy incurred by Chris Evans retirement at end of this term.	
5. 5.1 5.2 5.3	Staff Development and Training Update Paper circulated staff weekly training meetings planned a term in advance. CPD planned for all staff. All training and development linked to school priorities (learning Improvement Plan) and staff personal development (performance management)	
6. 6.1	Ofsted- Curriculum, Target Setting and Attendance There was an extensive discussion about the new Ofsted education Inspection framework	HT



<p>6.2 6.3 6.4 6.5 6.5 6.6 6.6 6.7 6.8 6.9 6.10</p>	<p>Curriculum The Curriculum has been reviewed. There is coherence and consistency in all subjects.</p> <p>Curriculum leads have attended Haringey Education Partnership (HEP) training and network meetings</p> <p>Leaders sharing their outstanding practices - it was noted that the Geography curriculum has been highly regarded by other local schools and the National Geographic society at a recent leads meeting</p> <p>The network requested St Michael's Geography lead provide CPD for Teachers</p> <p>KS2 pm lessons – subject specialist teaching- clear progression, reduced Teacher workload reduced, children and staff personal development enhanced</p> <p>Enrichment – class trips are planned in advance to enrich the curriculum. HT circulated paper demonstrating yearly timetable of planned trips for eacyear group and particular focus for the trip e.g. Year 1 Hampton Court – History focus of Kings and Queens</p> <p>SLT meeting – Phase Leaders bring evidence of outstanding practice across their phase- e.g. pupils work, learning environment, pupil feedback which has enabled them to be more confident and prepared to identify and share outstanding practice.</p> <p>Reading Reading is a high priority and our pupils always do well. Data demonstrates consistent and continuous improvement. The new English Leader has supported staff in developing their class reading corners to further promote pupils love of reading.</p> <p>Target Setting The Target setting process been moderated and reviewed across the EYFS, Y2 and Y6. Targets AGREED</p> <p>Attendance Attendance is currently 96% and above the national average of 95%. The HT informed governors that the school's focus is to increase attendance by working with the Education Welfare Officer and using the attendance policy to decrease the number of persistence absentees.</p> <p>HT and Governors thanked staff for their work and impact in all areas</p>	<p>HT / CB</p>
<p>7. 7.1 7.2</p>	<p>SEND Update</p> <p>The HT informed the committee that CB, SEND link governor, has supported the school in reviewing and updating our system for reviewing the provision plans and progress of children who require additional support and intervention to meet their outcomes. This is to ensure that parents are clear about and have a record of all of the support and action in place; and to support teachers in their planning to meet these additional needs.</p> <p>HT and governors thanked CB for her work with the Inclusion lead and the school.</p>	<p>HT</p>



8.	Policies for Review	
8.1	Behaviour The new policy based on 'assertive discipline' was reviewed. The Committee members agreed that the policy was extremely clear, fair and the systems will support consistency. Those who had visited the school commented on the safe, calm learning environment where mutual respect is very evident.	HT
8.2	The Behaviour policy was AGREED	
8.3	Equality and Diversity The Equality and Diversity policy was discussed and AGREED	HT
9.	Any Other Business	
9.1	Committee members to write letters of thanks to all year 6 children who have taken on lead/ambassador roles in the school. CB will draft a template letter for circulation and the aim is for the letters to be sent out to the children during their time in Year 6.	CA
9.2	HT gave an update on the Network Learning Committee The school recently had their school 2 school support review. Reviewers were looking at how far has the school progressed in implementing its staffing structure across the school – HLTAs Years 2-6. What they found -	HT
9.3	<ul style="list-style-type: none"> • Calm, well behaved, polite, children both in and out of lessons reflecting the schools values • Consistency of approach across KS2 in marking, the use of essential vocabulary on walls, book areas and the teaching of mathematics • Staff were confident to talk about the systems in place to support learning • Phase leaders were ambitious, enthusiastic and proud of their school • HLTA's were clear about their responsibilities ambitious and enjoying their role What they recommended - Additional training for those who seek it on the effective use of IWB's	
10.	Dates of future meetings	
10.1	11 March 2020, 8 July 2020	HT/CB
10.2	11 March 2020 – Subject specialist update -5:45pm for a 6pm Start	

There being no further Part 1 business this part of the meeting closed at 7:30

Signed

Chair.....Date.....



List of agreed Actions

Item No.	Agreed Action	By whom
9.1	Curriculum Committee members will write letters of thanks to all Year 6 children who have taken on lead/ambassador roles in the school. Each child will receive a letter during their time in Year 6 and Charlotte to draft the template letter for circulation,	Committee members/ CA
10.2	Subject specialist Teachers and Leaders to be invited to the next meeting to provide a brief update of developments in their area. Governors agreed that they would like to hear about Geography, Music and History and at a further meeting - PE, Science, Inspire Maths and Accelerated Reader.	HT