



**ST MICHAEL'S CE PRIMARY SCHOOL
GOVERNING BODY
CHILDREN'S COMMITTEE MEETING HELD ON
TUESDAY 18th October 2022 AT 5.30PM
MINUTES
IN PERSON MEETING**

Part 1 – Public Matters

ATTENDANCE	
<p><i>Governors Present:</i> Geraldine Gallagher, (GG) Ex Officio HeadTeacher Rev. Kunle Ayodeji, (KA) Ex Officio Foundation Charlotte Allen, (CA) Committee Chair Lisa Maguire (LM) Stephen Bethel, (SB) Val Doulton, (VD) Julia Machin (JM) Staff Governor</p> <p>*not present at the meeting</p>	<p><i>Also present:</i> Frances Sorapure, (FS) (Head of School) John Coffield School Lead – WalkThru's Chris Lambert, (CL) (Clerk – HEP)</p>

Item No.	Subject/Decision	Action by
1. 1.1	Welcome and Apologies for Absence CA welcomed everyone to the meeting, which was quorate. LM attended on Zoom	
2. 2.1	Declaration of Interests in Respect of Items on this Agenda None.	
3. 3.1	Committee Chair It was noted that CA had been elected Chair of Committee at the FGB meeting on 21 September	
4.	Terms of Reference The Terms of Reference were reviewed and approved	
5. 5.1 5.2	Minutes of the Previous Meeting held on 11 July 2022 and Matters Arising The Minutes of the previous meeting were AGREED . They were signed by the Committee Chair and returned to the HT for filing. There were no matters arising.	
6. 6.1 6.2	Curriculum – Walk Thru's John Coffield (JC) school lead on Walkthru's (WT) gave a presentation on how the principle is being applied by teachers across the school. JC explained that WT had been developed by Tom Sherrington in conjunction with Rosenshine's 10 principles of learning as part of a pedagogical toolkit. JC described how the five step approach to one example "the Cold Calling technique" is used by which it enables the teacher to choose who answers a	



<p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>question, helps to keep the whole class involved in the lesson and gives better information and feedback from which to plan the next steps. Another example – “the Positive Relationships” technique helps the teacher to establish and sustain positive relationships with pupils. In this instance the focus is on (a) establishing norms and expectations, (b) how to communicate kindness (c) learn names and use them, (d) combine assertiveness with warmth, (e) always be the adult. It was proposed that one WT would be applied each half term.</p> <p>Governors noted that the application of the WT method had become a joint partnership project with St James Primary school with JC working closely with his counterpart to help embed the programme into pedagogy. It was noted how the WT material had been distilled into action plans and these had then been tailored to suit each school accordingly. The joint aim was to use the Walkthru technique to improve childrens learning and with teachers reflecting on their teaching style help them to improve their teaching standard. SLT would take oversight of the WT through observations and classroom drop-ins.</p> <p>Governors noted that the WT approach was already well established (launched in 2010) and was being heavily promoted and supported by Haringey Education Partnership with a significant uptake already evident among Haringey schools and a positive response. Feedback supported the view that the Walkthru practice provides a range of practical methods to improve both teaching and learning practice. JC described how it was particularly well suited to new teachers providing a clear action framework, supporting them in the early years of teaching and mapping outcomes to early goals.</p> <p>Governors thanked JC for his informative presentation, and he left the meeting at 6pm.</p>	
<p>7.</p> <p>7.1</p> <p>7.2</p>	<p>Safeguarding and Child Protection</p> <p>FS described how the Safeguarding and Behaviour Policy supports the priority objective to ensure that all children are safe at school. The policy addresses the needs of all children and FS reported on the different approaches taken to support specific needs and behaviours.</p> <p>Governors asked on the requirement for Safeguarding training and refresher courses. The clerk checked on the requirements and confirmed that all governors had to undertake the Safeguarding training as part of their Induction and were recommended to be aware of recent developments via e-bulletins and online courses through each year. There was also a duty to have read the Keeping Children Safe in Education 2022 policy. Governors were required to take a refresher course on Safeguarding every two years.</p> <p>Safeguarding Policy: Approved pending inclusion of the training requirements for governors</p> <p>Action: the updated Safeguarding Policy to be ratified at FGB on 23 November</p>	



<p>8. 8.1</p>	<p>School Evaluation Form (SEF) and Learning Improvement Plan (LIP) The SEF and LIP had been agreed at FGB and committee tasked with closer scrutiny/clarifications. GG and SLT had made minor edits to the papers circulated for reading prior to this meeting. GG described how the Form is used to record schools actions and achievements over the past year in regard to whole school targets and report targets for the new academic year. The SEF is developed taking account of the Ofsted criteria so that there is a consistent and coherent LIP for the coming year. It was noted that the outcomes from the SEF review have defined the key areas of focus for 2022/23:</p> <ul style="list-style-type: none"> • Continue to develop the Inclusion Action Plan with a focus on improving the diversity of the candidates for recruitment • Focus on improving the standards of Writing across the school – more pupils attaining greater depth • Walkthrus: an area for whole school development combined with the concept of Restorative Justice <p>8.2 Governors were pleased to note methodology used to review past performance and ensure current targets were set in line with developmental priorities and linking into the Ofsted framework to support monitoring and review.</p> <p>8.3 Action: The SEF and LIP were approved</p>	
<p>9. 9.1 9.2 9.3 9.4</p>	<p>Policies Attendance: no changes required, and no comments received: approved</p> <p>Behaviour: Restorative Justice has been added to the Policy; this fits with the Rights Respecting Agenda. It was noted that all staff were trained at the Sept. 2022 INSET but it was suggested that the Policy lacks sufficient detail as to how the school supports the pupil impacted by discrimination. It was agreed that a new section would be drafted to describe the school's approach to supporting the child affected by discrimination. Once this is drafted the revised Policy would be circulated to governors, for information. Action: Behaviour Policy approved – subject to the inclusion of a section on how the pupil affected by discrimination receives support.</p> <p>Early Career Teachers: no comments received: approved Governors were pleased to note JM's comments on the very high standard of support the school provides to its Early Career teachers.</p> <p>SEND: replace Cordelia Brown with Lisa Maguire: approved LM will arrange a meeting with Linda (SENDco) to monitor the quality and effectiveness of SEND and disability provision within the school and update Governors on this</p>	



	Request made to invite Linda to a future Children's Committee for a SEND focused session. SEND Information Report: no comments on the Report: approved	
10.	Executive Head's Report	
10.1	GG reported that teachers Performance Reviews and Appraisals were in progress and would be completed by 31 October. The Pay Committee was due to meet in November and any awards made would be back-dated to 1 September.	
10.2	The school was again encouraging staff to organise trips and enrichment activities and to promote sports participation for all. Assessments were in progress to identify learning gaps and results would help to identify where additional support was required and where tailored interventions would be most beneficial. Parents evening was being planned. The focus would be on informing parents how they can support home learning, to see our new library and how to make donations to the school. The Library will be open for use and view. After half term the school has a busy schedule leading towards its Christmas festivities, concerts and events.	
10.3	GG thanked FS and staff contributors for the weekly school Newsletter which was much appreciated by parents and staff.	
10.4	The school had achieved the Gilt Award for Science and was working towards the ArtMark. Governors commended the SLT for this achievement and its focus on gaining wider external recognition for its activities.	
11.	Staffing	
11.1	A resignation had been received from an HLTA, leaving at Autumn term end. Recruitment was in progress.	
12.	Chair's Verbal Report	
12.1	CA expressed her thanks to JC for his presentation on Walkthru and was pleased to note the benefits already being gained from the partnership with St James school. CA was pleased to note that the concept of Restorative Justice was becoming embedded in the school and also supported by parents. She noted the concerns raised in the discussion on Safeguarding and was pleased to have been informed of the current issues facing the school. The recent external awards made to the school were a welcome appreciation and validation of the school's hard work.	
13	Any Other Business	
13.1	There were no other matters of business raised.	
14	Date of Next Meeting	
14.1	Tuesday, 10 January 2023 at 5.30pm (on Zoom)	

There were confidential items raised in Part 2; Part 1 of the meeting closed at 7.10pm



Charlotte Allen

10/1/23

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Signed
Chair of Committee
Charlotte Allen

Date

List of agreed Actions – 18 October 2022

Item No.	Actions	By whom
7.2	The updated Safeguarding Policy to be ratified at FGB on 23 November	GG
9.2	Behaviour Policy approved – subject to the inclusion of a section on how the pupil affected by poor behaviour receives support from the school	GG
9.4	SEND Policy -replace Cordelia Brown with Lisa Maguire	LK
	LM will arrange a meeting with Linda (SENDco) to monitor the quality and effectiveness of SEND and disability provision within the school and update Governors on this	LM
	Request made to invite Linda to a future Children’s Committee for a SEND focused session.	GG