

**PERIVALE PRIMARY SCHOOL**

**A meeting of the Standards, Teaching and Learning Committee was held via Zoom on Friday 29 April 2022**

**MINUTES**

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| <b>Attendees:</b><br>Gemma Bartlett (GB)<br>Audrey Daley (AD)<br>Robert Hawkes (RH) – Committee Chair<br>Matthew Hemsley (MH)<br>Duncan Partridge (DP)<br>Shabnam Khan – Bhandari (SKB)<br>Sharine Tyndale (ST) – Committee Vice Chair  | <b>Actions</b> |
| <b>1. Welcome</b><br>RH welcomed Matthew Hemsley to his first GB meeting.<br><br>RH then asked everyone to introduce themselves.  |                |
| <b>2. Apologies for absence</b><br>Apologies were received from: <ul style="list-style-type: none"> <li>• Christian Franco (CF)</li> <li>• Chris Green (CG)</li> </ul> All other Governors were in attendance.  |                |
| <b>3. Authorised / Unauthorised absence</b><br>The absences for CF and CG were authorised.  |                |
| <b>4. Declaration of any other business</b><br>There were no declarations of other business.  |                |
| <b>5. Declaration of interest in any agenda items</b><br>There were no declarations of interest in any agenda items.  |                |
| <b>6. Headteacher's Update</b><br>a) Pupil Numbers <ul style="list-style-type: none"> <li>• There are only 3 vacancies across the school (one each in years 1, 3, 6).</li> <li>• Nursery – 52 places: <ul style="list-style-type: none"> <li>○ 36 accepted.</li> <li>○ 8 offered but not yet accepted.</li> <li>○ We will be marketing with a view to filling the spaces.</li> </ul> </li> <li>• Reception: <ul style="list-style-type: none"> <li>○ 35 on the waiting list for September.</li> </ul> </li> </ul> b) SATS Predictions <ul style="list-style-type: none"> <li>• The data report was pre-circulated.</li> <li>• Phonics <ul style="list-style-type: none"> <li>○ Year 1 are on track for 85%. This is due to the hard work of the year 1 teachers.</li> </ul> </li> <li>• KS1 <ul style="list-style-type: none"> <li>○ There has been lots of catch up activities as a result of Covid impact.</li> <li>○ This is similar to other schools.</li> </ul> </li> <li>• KS2 <ul style="list-style-type: none"> <li>○ DP asked about the National Tutoring Program. <ul style="list-style-type: none"> <li>▪ We decided to use our own staff – Teachers, TA's, LSA's.</li> <li>▪ We considered it to be more effective.</li> <li>▪ Costs are covered by DfE funding.</li> </ul> </li> </ul> </li> </ul> c) ELP Review |                |

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| <ul style="list-style-type: none"> <li>• The review was yesterday.</li> <li>• There were 2 Headteachers and one AHT.</li> <li>• The focus areas were Writing and Art.</li> <li>• All 3 judgements were “highly effective”.</li> <li>• It was observed that the vocabulary is rich.</li> <li>• The lower 20% of pupils are well supported.</li> <li>• Staff are well supported.</li> <li>• There were positive comments about behaviour.</li> <li>• Report to follow.</li> </ul> <p>d) Working Party Feedback</p> <ul style="list-style-type: none"> <li>• A report was pre-circulated and covers Behaviour, Maths, and Inclusive Practice. <ul style="list-style-type: none"> <li>○ AD said that we will be continuing with working parties next year.</li> </ul> </li> <li>• Behaviour Working Party <ul style="list-style-type: none"> <li>○ This is Action Research based.</li> <li>○ Calm kits are being trialled in years 1, 3, and 5. Feedback has been positive.</li> <li>○ DP asked about the timeline for the Behaviour Working Party. <ul style="list-style-type: none"> <li>▪ Aim to finalise late summer and be live in the autumn term.</li> </ul> </li> </ul> </li> <li>• Maths Working Party <ul style="list-style-type: none"> <li>○ Any missing White Rose resources have been ordered.</li> <li>○ The maths lead will be given time to review the plans.</li> </ul> </li> <li>• Inclusive Practice Working Party <ul style="list-style-type: none"> <li>○ Introducing a new provision map and staff will be trained.</li> </ul> </li> <li>• DP stressed the importance of getting all staff involved, including SMSA’s <ul style="list-style-type: none"> <li>○ This will be covered at the September INSET.</li> </ul> </li> </ul> <p>e) SEND Update</p> <ul style="list-style-type: none"> <li>• The detailed SEND report was pre-circulated.</li> <li>• We have employed additional agency staff to provide additional Speech and Language. They will be producing plans and sending them to teachers.</li> <li>• The interim SENCO starts in June and will be school based. <ul style="list-style-type: none"> <li>○ They will work 4 days per week.</li> <li>○ They are highly skilled.</li> </ul> </li> <li>• SET asked if new joiners were from other countries / other boroughs. <ul style="list-style-type: none"> <li>○ Yes.</li> </ul> </li> </ul> <p>f) No Learner Left Behind Black Caribbean Achievement Programme.</p> <ul style="list-style-type: none"> <li>• The action plan was pre-circulated.</li> <li>• Noted.</li> </ul> |   |
| <p><b>7. Review / Agree the minutes of 11 March 2022</b></p> <p>These were agreed as a true and accurate record of the meeting.</p>   |   |
| <p><b>8. Matters Arising from the meeting of 11 March 2022</b></p> <p>a) Presentation at FGB on 20 May – Forest School.</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>b) PWB to provide an update on No Learner Left Behind at FGB on 20 May.</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>c) No Learner Left Behind action plan to be shared at the next meeting.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>d) AD to check on availability of No Learner Left Behind CPD for Governors.</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>e) AD to circulate ELP document on Religious Education.</p>  | <p>FGB Agenda</p> <p>FGB Agenda</p> <p>AD</p> |

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| <ul style="list-style-type: none"> <li>• Closed – this was pre-circulated.</li> </ul> <p>f) RH Phonics Visit.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>g) CG writing report to next FGB.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>h) CG reading report to next FGB.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>i) SET will arrange a visit re SEND / Safeguarding.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>j) Link Governor for Early Years</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>k) 2 Policies to FGB for approval.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> <p>l) Pupil Premium Strategy carried forward.</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>m) Safeguarding Policy carried forward.</p> <ul style="list-style-type: none"> <li>• Closed.</li> </ul> | Agenda                                    |
| <p><b>9. Governor Training</b></p> <p>No training since last meeting.</p>  |   |
| <p><b>10. Governor Visits / Monitoring Areas</b></p> <p>a) Governor Visit Reports</p> <ul style="list-style-type: none"> <li>• RH Phonics <ul style="list-style-type: none"> <li>○ The report was pre-circulated.</li> <li>○ Noted.</li> </ul> </li> <li>• SET and MH will be doing a SEND visit on 18 May.</li> <li>• <b><u>It was agreed that the monitoring schedule will be updated at the FGB.</u></b></li> </ul>   | FGB Agenda                                |
| <p><b>11. Policies / Documents for Noting, Approval or Review:</b></p> <p>a) Fasting Policy (Noting)</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>b) Pupil Premium Strategy (Review)</p> <ul style="list-style-type: none"> <li>• <b><u>Carried forward.</u></b></li> </ul> <p>c) Safeguarding Policy (Review)</p> <ul style="list-style-type: none"> <li>• Approved.</li> <li>• AD advised that there has been a number of changes to align with KCSIE (September 2021).</li> <li>• This is based on a model policy from the Key.</li> <li>• <b><u>To FGB for adoption.</u></b></li> </ul>   | <p>Agenda</p> <p>Agenda</p> <p>To FGB</p> |
| <p><b>12. Any Other Business as agreed above</b></p> <p><b><u>SATS Supervision</u></b></p> <ul style="list-style-type: none"> <li>• AD asked if Governors were available to supervise the SATS exams, week commencing 9 May (Monday to Thursday).</li> <li>• Governors would be required from 08:45 to 09:30 and 11:45 to 12:15.</li> <li>• Governors are required to observe the issuance of papers and the storage of completed papers.</li> <li>• <b><u>AON to establish who is available on each day / time.</u></b></li> </ul>  | AON                                       |
| <p><b>13. Date and time of next meeting</b></p> <p>To be arranged for 2022 - 2023</p>  |   |

Meeting closed at 09:45AM