PERIVALE PRIMARY SCHOOL

A meeting of the Standards, Teaching and Learning Committee was held in School on Friday 20 October 2023

MINUTES

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	tendees:	Actions	
	mma Bartlett (GB)		
	Robert Hawkes (RH) – Committee Chair Shabnam Khan – Bhandari (SKB) Duncan Partridge (DP)		
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Ste	lla Porter (SP) – Interim Headteacher		
	Also in attendance:		
Naz	zir Rasul (NR)		
	vaina Maakansia (LMA)		
	Lorraine Mackenzie (LM)		
	Roxie Mitchell (RM) Lennie Sarkis (LS)		
	inte sur nis (Es)		
1.	Welcome		
	RH asked everyone to introduce themselves.		
Na	zir Rasul (NR)		
	NR is our recently elected Parent Governor.		
	NR is a former pupil at PPS.		
	NR is advisor to the Lord Chancellor and Lady Chief Justice on disciplinary matters		
	concerning Judges, Magistrates and Coroners.		
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2.	Apologies for absence		
	Apologies were received from Christian Franco (CF)		
	Thorogres were received from emistian ranco (er)		
3.	Authorised / Unauthorised absence		
	The absence for CF was authorised.		
	The absence for all was authorised.		
4.	Declaration of any other business		
	There were no declarations of other business.		
5.	Declaration of interest in any agenda items		
	There were no declarations of interest in any agenda items.		
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6.	Election of Committee Vice Chair		
	NR offered to take on this role.		
	There were no other nominations.		
	A vote was taken, and NR was duly elected.		
7.	Headteacher's Update		
a)	Pupil Numbers, including October Census		
,	 447 pupils were on roll for the October Census. 		
	 There were 11 vacancies. 		
	 We have 42 different languages across the school. 		
	RH asked about communication with parents.		
	■ No issues so far.		
	 Parents do sometimes bring someone who can translate for them. 		
	 Parents can translate written communications. 		
	We have 37 SEND pupils.		
	We have 10 children with an EHCP.		
	 We have 10 children with an Effect. 1 Year 6 child has been suspended for a total of 5 sessions. 		
	 Treal of third has been suspended for a total of 3 sessions. The child is at risk of permanent exclusion. 		
	 Significant measures are in place to support this child. 		

- They have been on dual placement at the Ealing Primary Centre for the last couple of weeks.
 - We receive regular updates.
 - Communication is good.
- b) Baseline update
 - o The Reception baseline has been completed.
 - There were no causes for concern.
- c) Communication Strategy SATS
 - We have held meet the Teacher meetings focussing on how parents can support their children.
 - KS1 SATS are no longer statutory.
 - Year 2 is a challenging cohort.
 - No comparative data will be provided even if we undertake Year 2 testing.
- d) Parent / Teacher communication strategy
 - The main concern from parents is 'where are their children educationally.'
 - o A proforma has now been prepared to help inform parents.
 - LM pointed out that Teachers have been asked to provide more data for the lower 20%.
 - This is based on Pupil Progress Meetings.
 - SKB asked if we can identify parents that need more support at Parent evenings.
 - o Yes.
 - SKB asked if there are any issues with providing devices for children at home.
 - LS no issues.
 - LM we can provide a device.
 - LM we can remind parents that we can provide newsletter.

SP

- e) Update on Behaviour and Learning
 - Main issues are at break and lunchtime.
 - o Behaviour is now more in line with the Behaviour Policy.
 - o Lunchtime:
 - o There is support from the PE Teacher.
 - o Perivale Parliament decide on clubs e.g.
 - Reading Club
 - Tuck Shop
 - o SLT are more visible at lunchtime.
 - We also have 2 additional SMSAs.
 - GB pointed out that children are taught playground football rules.
 - o DP said that it would be useful for Governors to have details on trends.
 - LS advised that these are now recorded on CPOMS.
 - Report to be a standing agenda item.

Agenda

- f) Update LIP Priorities
 - o Now the School Development Plan (SDP).
 - The latest iteration was pre-circulated.
 - o The latest iteration having been agreed with SLT will now be shared with staff.
 - SP said that she will be moving to a 3 year plan.
 - RH questioned how Governors going to review / support.
 - It was agreed that Governors will shadow SLT.
 - SP: shadowed by RH.
 - LM: shadowed by DP.
 - LS: shadowed by SKB.
 - RM: shadowed by NR.
 - Allocation of the Ofsted Areas were agreed:
 - Quality of Education: ST&L
 - o Behaviour & Attitudes: ST&L
 - Personal Development: ST&L

Leadership & Management: ST&L / Resources EYFS: ST&L g) Yearly Targets See the School Development Plan. h) Safeguarding Update o 6 children (4 families) have Child Protection plans. o There are now no Children in Need plans. Housing remains an issue. o One family left, but subsequently returned. They were delayed due to a death. 3 children in the family. We had off rolled them. We did a home visit. We found that there had been a fire and that the flat was unsafe. We have since established that they are back living in the flat. We have advised them to contact the housing service. We are supporting the family e.g. school uniform. It was suggested that the school Councillor Tariq Mahmood to see what he do to help. DP asked that Governors are provided with trend data going forward. Agenda **SEND Update** i) We now have 9 EHCP. We had 10, but 1 child has been placed in an ARP. There are no EHCPs outstanding. We continue to see complex needs in EYFS. Some children are on a reduced timetable. 3 children are on the waiting list for Special School places. 0 Staff training is scheduled for staff at the INSET day on 30 October. Link Officer Report • The Link Officer Report (04/10/2023) was pre-circulated. Martin Kitson did not undertake any observations. Learning Walks will be scheduled for next time. A follow up meeting has been scheduled for 20 November. SP The follow up report to be presented at the December FGB. LM stressed that we need to ensure that Teachers understand Quality First Teaching. DP asked if the following targets (page 5) are included in the SDP. Develop a consistent approach to aspects of implementation of the curriculum such as use of Knowledge Organisers, Enquiry Questions, Recall and Review. o Ensure all Teachers understand what is involved with Quality First Teaching and have relevant CPD to embed these strategies into practice. Yes, they are both included in the SDP. We must tightly monitor subject leadership. SP confirmed that all areas are covered in the SDP. k) Ealing Data o RM referenced the data which has just been released by the LA. RM will circulate. RM Inspection Data Summary Report (IDSR) o For some reason SP has not received the IDSR which should have been provided earlier this week. SP SP to follow up.

Review / Agree the minutes of 14 July 2023 These were agreed as a true and accurate record of the meeting. SKB Stressed that we need to have sight of the Behaviour, Suspension & Exclusion, and the Child Protection & Safeguarding Policies to enable them to be cross checked. Matters Arising from the meeting of 14 July 2023 SP to include details of waiting lists in future Headteacher Reports. Closed. b) Details of Baseline to be presented at the next meeting. Closed – Agenda item 7(b). c) Update on communication strategy for SATS. Closed – Agenda item 7(c). d) Parent / Teacher communication strategy. Closed – Agenda item 7(d). e) Update on Behaviour and Learning. Closed – Agenda item 7(e). SLT to update the Staff Handbook re ownership of curriculum information. f) Closed. MH to review the Pupil Premium Strategy / Impact. RH <u>Visit report awaited – RH to forward to SP.</u> h) CG to circulate the Governor Visit Schedule. Closed. Governor Visit Schedule to be agreed at FGB. i) Closed – now to be agreed in committees. Friendship and Anti-Bullying Policy. Closed. k) Exclusion and Suspension of Pupils. Closed – Agenda item 11. Behaviour Policy to be updated. I) Closed – Agenda item 11. m) Pupil Premium Strategy / Impact Report. Closed – this was agreed at FGB. n) Safeguarding Policy. Closed. o) Statement of Behaviour Principles. Closed – Agenda item 11. p) CG to audit website. Closed. CG to have site of the draft of the new website. Closed – The new website is about to be launched.

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	Governor Visits		
a)	Monitoring Priorities for 2023 – 2024 / Schedule for 2023 – 2024		
	 The Autumn Term Monitoring Calendar was pre-circulated. 		
	 There is now only one topic to be covered – Art 		
	 RH proposed that Governors aim to undertake one visit per term. 		
b)	Governor Visit Reports		
	 There were no Governor Visit reports; too early in the term. 		
	o LM / RM proposed a crib sheet for Governors, focussing on questions to ask e.g. what do		
	you understand about Quality First Teaching, Curriculum, etc.		
	 LM / RM to prepare. 	LM / RM	
	o AON to update the Governor Visit Report template to include a section for staff	AON	
	comments.		
11.	Policies / Documents for Noting, Approval or Review:		
	Noting		
•	Behaviour Policy		
	o Noted.		
•	EYFS Policy		
	Carried forward.	Agenda	
	Carried for ward.	7.861100	
	Eriandship and Anti Bullying Policy		
•	Friendship and Anti-Bullying Policy		
	o Noted.		
	Danista Laguria a Dalini		
•	Remote Learning Policy	A ganda	
	o <u>Carried forward.</u>	Agenda	
	For Approval		
•	There were no policies for approval.		
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	Review		
0	Exclusion and Suspension of Pupils Policy		
	 SP advised that this is now included in the Behaviour Policy (Page 3). 		
0	SMSC Policy	_	
	o <u>Carried forward.</u>	Agenda	
0	Statement of Behaviour Principles		
	 DP to review the comments that he raised previously. 	DP	
0	Terms of Reference		
	o Approved.		
	 To FGB for adoption. 	To FGB	
12.	Any Other Business as agreed above		
	 There were no items of other business. 		
	Date and time of next meeting		
Fric	day 2 February 2024 at 9:30AM in School.		
	o It was agreed that as it was nearly 3.5 months to the next meeting that we should aim for		
	an interim meeting in early December.		
	 This will be an online meeting. 		
	 The focus will be on: 		
	■ SDP		
	Link Officer Report		
	■ IDSR		
	 AON to agree a date for this meeting. 	AON	
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	Meeting closed at 10:55 AM		

Meeting closed at 10:55 AM.