

# Nanpean Community Primary School



## Minutes

### Curriculum and Standards Committee Meeting

**Tuesday 6<sup>th</sup> February, 2021**

#### **Curriculum and Standards Committee Circulation List:**

Mr M Nicholls, Headteacher  
Mr R Green, Co-opted Governor  
Mrs A Bullock, Co-opted Governor  
Miss B Hancock, Vice Chair, Parent Governor  
Mr B Marsh, Parent Governor – Committee Chair  
Miss B Tucker, Co-opted Governor (Ring fenced non-teaching staff)  
Mrs J Jago, Staff Governor

**Clerk to Curriculum and Standards Committee – Linda Cackett**

Typed: 08.02.2022

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## **CURRICULUM AND STANDARDS COMMITTEE MEETING MINUTES**

<b>School:</b>	<b>Nanpean School</b>
<b>Quorum:</b>	<b>3 - (7 Governors in Committee)</b>
<b>Committee Chair:</b>	<b>Mrs Brett Marsh</b>
<b>Clerk:</b>	<b>Mrs Linda Cackett</b>
<b>Date of meeting:</b>	<b>Tuesday 8<sup>th</sup> February, 2022 at 4.30 pm</b>
<b>Venue:</b>	<b>Headteacher's Office, Nanpean School</b>

### **Attendance:**

<b>Name:</b>	<b>Governor</b>	<b>Other (please state)</b>	<b>Present/ Apologies/ Absent</b>
Mr Matt Nicholls – Headteacher	<b>Yes</b>		<b>P</b>
Mr Roger Green – Co-opted Governor	<b>Yes</b>		<b>P</b>
Mrs Anne Bullock – Co-opted Governor	<b>Yes</b>		<b>Ap</b>
Mr Brett Marsh, Parent Governor	<b>Yes</b>		<b>P</b>
Miss Bex Hancock – Vice Chair – Parent Governor	<b>Yes</b>		<b>Ap</b>
Mrs Jen Jago - Staff Governor	<b>Yes</b>		<b>Ap</b>
Miss Bryony Tucker – Co-opted Governor (ring fenced-non-teaching staff)	<b>Yes</b>		<b>Ap</b>
Mrs Linda Cackett – Independent Clerk	<b>No</b>	Clerk	<b>P</b>

<b>1.0</b>	<p><b><u>Curriculum Presentation</u></b></p> <p>The Headteacher presented to the Committee, his presentation was circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>A governor asked how the staff responded to Mark Corbett's visits, the Headteacher confirmed that they had been well received. All staff have responded well and are genuinely excited, staff are now having more ownership. Staff all have an overview document of what is being taught in each subject. Governors were pleased that all staff were engaged.</li> <li>The Headteacher agreed to send some curriculum mapping to the committee governors after the meeting for their information.</li> <li>There was a discussion on reading following an Ofsted Inspector hearing a reader in the Headteacher's office. The Committee Chair suggested shared reading with different year groups. The Headteacher explained that it is something planned but at present pupils are still being kept in bubbles.</li> <li>It was asked whether there was any peer-to-peer subject leadership monitoring, the Headteacher replied that there was not at present.</li> <li>The knowledge-engaged based approach is the basis of the curriculum. A Knowledge-engaged approach intends to make links between subjects within the Curriculum, where appropriate, so that learning becomes relevant, meaningful and contextual to the children through the collation of knowledge and facts that link to, and underpin, skill development.</li> <li>Knowledge is a focus at Nanpean School and the school is now implementing Knowledge Organisers which cover content and key</li> </ul>	Headteacher
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	<p>facts and skills for each subject. These enable children to progressively build on their learning, cumulatively developing knowledge and skills. The Knowledge-engaged Curriculum:</p> <ul style="list-style-type: none"> <li>• Fosters links between learning and the community and local area;</li> <li>• is Aspirational through immersing children in knowledge and experience of Careers for their future;</li> <li>• Builds and promotes a lifelong love of learning through the application of knowledge and skills, so that they are ready for the next steps of their education and life.</li> <li>• A governor suggested that a template for the Knowledge Organiser would be good collaboration by the Subject Leader and the Class Teachers. The Headteacher explained that the Subject Leaders will have the overall ownership but the teachers will feed into it.</li> <li>• There is a learning environment monitoring template which has recently been updated to reflect these changes.</li> <li>• Governors looked around the classroom regarding displays.</li> </ul>	
<b>2.0</b>	<p><b><u>Apologies and consideration of consent for absence</u></b></p> <p>Apologies were received, considered, and accepted from:</p> <ul style="list-style-type: none"> <li>• Mrs Bullock – on holiday</li> <li>• Miss Hancock – childcare issues</li> <li>• Miss Tucker – childcare issues</li> <li>• Mrs Jago – pet unwell</li> </ul>	
<b>3.0</b>	<p><b><u>An opportunity to declare any additional business or pecuniary interest/s</u></b></p> <p>None.</p>	
<b>4.0</b>	<p><b><u>Minutes of last committee meeting held on 12<sup>th</sup> October, 2021</u></b></p>	
<b>4.1</b>	<p><b><u>Approval</u></b></p> <p>The minutes of the last committee meeting held on 12<sup>th</sup> October, 2021 were circulated prior to the meeting, they were reviewed and <b>APPROVED</b> as a true reflection of the committee meeting.</p>	
<b>4.2</b>	<p><b><u>Matters Arising</u></b></p>	
<b>4.2.</b>	<p><b><u>Item 7.0 - Data</u></b></p> <p>The Headteacher confirmed that he had shared the data with the staff after the last meeting, this is minuted at the staff meetings.</p>	
<b>5.0</b>	<p><b><u>Ofsted Improvement Plan Actions – Verbal Update</u></b></p> <p>Covered during the presentation at the beginning of the meeting. A governor added that the school has made great strides since the inspection, staff were on board and progress has already been made.</p>	



	<p>The Committee Chair asked whether the clear concise 3 priorities given by Ofsted are the main priorities of the school. The Headteacher confirmed that there is an Action Plan in place and the school is being supported. The committee agreed that it was a start of a long journey and they were impressed with the progress already made.</p>	
6.0	<p><b><u>Attendance Summary</u></b></p> <p>The Attendance Report was circulated prior to the meeting, it was further noted that:</p> <ul style="list-style-type: none"> <li>• 2.9% Covid added to 93.77% gives an improved picture of attendance. Local schools have a range of 88.6% to 92.2%. Attendance is good for Nanpean compared to these schools as Nanpean is currently at 93.77%.</li> <li>• There are more children persistent absentees due to Covid. There are 36 children under 90%, and this is mainly due to Covid.</li> <li>• The committee felt that attendance was not an issue at present.</li> <li>• The national statistics are currently 89.1% for primary schools.</li> <li>• The newsletter covers a great deal, reminders are still put on it regarding attendance, reminding parents that attendance is important. The school is still being proactive.</li> </ul>	
7.0	<p><b><u>Data</u></b></p> <p>The Data Report was circulated prior to the meeting, it was further noted that:</p> <ul style="list-style-type: none"> <li>• The data was reviewed at the meeting, a governor commented that he had picked up in years 2,3,4 there is an issue with boys not working at expected standards. He asked that the data report be dated please in the future. He suggested that governors try to support the school and think of some initiatives to support the boys. The Headteacher agreed to engage with parents, he also agreed to provide data for this term but for this to be evidenced against the previous data presented to the committee. The Headteacher explained that some parents are not engaged with their children's learning. The Committee Chair asked whether homework set, the Headteacher confirmed that the Homework Policy is being followed. Reading should be undertaken 5 times a week at home and the reading record signed by parents, and that spellings and maths skills are also set as homework (through online platforms).</li> <li>• 34 boys are not reading at expected standards, if 17 don't engage the governor felt that teachers should be asking governors what can be done to address the issue. The Committee Chair reminded the committee that there are not after school clubs at present. Perhaps boys could be given something to encourage them to engage with their parents.</li> <li>• The Headteacher was asked if the Matrix used during Covid could be used, the Headteacher confirmed that it was already available on the website. After discussion it was agreed that if the 'boy issue' can be addressed then it should improve data. Teachers need to be shown that these pupils are supported. The Headteacher agreed to</li> </ul>	Headteacher



	<p>produce a list of suggestions of resources to be purchased ready for the Finance and Personnel Committee.</p> <ul style="list-style-type: none"> <li>It was agreed that staff have to be shown that they are supported.</li> <li>In year 6 the writing is 56%, last year it was 28%, the Committee Chair asked the reason for it. The Headteacher replied that improvements have been made, the results are accurate and a fair reflection.</li> <li>A governor commented that any borderline pupils need additional resources, he suggested that parents could be told that with additional support/resources their child could improve, they would welcome the opportunity to change things.</li> <li>The Committee Chair asked what staff do now to replace the time they would usually spend facilitating after school clubs, could this time be spent to address issues. A governor suggested that perhaps a different take on it would be to provide some special homework books and staff could spend some time with children to address the issues and speak with parents. The committee agreed that this could be the way forward.</li> </ul>	
8.0	<p><b><u>Pupil Premium – Mid Year Review</u></b></p> <p>The Mid Year Review document was circulated prior to the meeting. It was further noted that:</p> <ul style="list-style-type: none"> <li>The Headteacher agreed to re-check data on page 2 and update with the most recent data.</li> <li>The committee agreed that the report was very detailed.</li> <li>A governor requested that the next time PP children are looked at that some anonymised case studies be included to identify their weakness, the inventions they are given, what the barriers are for learning for those specific pupils. The Headteacher agreed to action this for a future meeting.</li> </ul>	<p>Headteacher</p> <p>Headteacher</p>
9.0	<p><b><u>Primary Sports Funding – Mid Year Review</u></b></p> <p>The Mid-Year Review document was circulated prior to the meeting. It was further noted that:</p> <ul style="list-style-type: none"> <li>The Committee Chair asked about the cost of staff running sports at lunchtime and what sports are being run. The Headteacher explained that there are a few classes which are running some sports activities, this involves three teaching assistants providing multi skills, circuit training and dance activities equating to £3,500 from this year's funding and the same from last year's funding equating to £7,000.</li> <li>It was asked when Plymouth Argyle are coming in, the Headteacher confirmed they were coming in after Easter. It was suggested that there could be less expensive alternatives for this provision.</li> <li>There was discussion regarding why the school is now in a more solvent position, it has been due to additional funding, turning around a £30,000 gas bill to £8,000. There has been excellent financial management in the last 18-24 months, this has been an incredible achievement. The Headteacher explained that the budget is always set worse case scenario, however not all staff pay progression is undertaken. The committee wondered whether there was an opportunity for one-off payments for specific work to be undertaken.</li> </ul>	



	<ul style="list-style-type: none"> <li>A governor added that Rob Mennear could be contacted by the school regarding a scheme being run from the Hall for Cornwall to fund him to come to the school. The Headteacher agreed to follow up after the meeting.</li> </ul>	Headteacher
10.0	<p><b><u>Covid Recovery Funding – Curriculum Update – Mid Year Review</u></b></p> <p>The Mid-Year Review document was circulated prior to the meeting. It was further noted that:</p> <ul style="list-style-type: none"> <li>The school has completed an excellent detailed report.</li> <li>The Committee Chair commented on the total £10,000 expenditure as he did not see expenditure on Maths. The Headteacher explained that Third Space Learning is being undertaken, has been used previously and previously led to very good progress. It was asked whether parents knew about this and were engaged. The Headteacher confirmed that they were engaged and on board as they all received a letter asking for permission.</li> </ul>	
11.0	<p><b><u>Policies/Documents relevant to Curriculum and Standards Committee</u></b></p> <ul style="list-style-type: none"> <li><b>Anti Bullying Policy</b></li> <li><b>Healthy Packed Lunch Policy</b></li> </ul> <p>A governor commented that he had spoken with some children recently, the school always has a calm atmosphere, one of the things he alluded to was bullying. He was pleased to report that all three children had positive replies and knew how things are addressed. The Anti Bullying Policy clearly reflects the general behaviour of the vast majority of pupils.</p> <p>A governor shared an antidote regarding another school checking packed lunch boxes with the committee. The only part he questioned regarding the healthy packed lunch policy was that at the beginning it was a bit middle class and should reflect the school 'should' being changed to 'could'. This was <b>APPROVED</b> by the committee. He also added that Treat Friday be put to the Year 6 pupils or School Council for them to choose the name. This was <b>APPROVED</b> by the committee. The Committee Chair asked whether the school staff were healthy eaters, the Headteacher confirmed that they do except on Treat Friday!</p> <p>The Committee Chair suggested that some healthy workshops could be facilitated. This was agreed but will be at a later date due to Covid restrictions.</p> <p>The policies were circulated prior to the meeting, they were reviewed and <b>APPROVED</b> for adoption by the committee subject to the agreed amendments being undertaken.</p>	
12.0	<p><b><u>Committee Chair's Report</u></b></p> <p>The Committee Chair felt that there are extremely positive actions being undertaken following Ofsted and important for the school to continue to support the children.</p>	



13.0	<b><u>Date for the next Health and Safety Committee meeting</u></b> <ul style="list-style-type: none"><li>• Tuesday 10<sup>th</sup> May, 2022 at the later time of 5.00 pm.</li></ul> The meeting closed at 6.55 pm.	
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These Minutes were passed as true and accurate at Curriculum and Standards Committee Meeting on Tuesday 10<sup>th</sup> May, 2022.

Signed: ..... **Committee Chair**  
**Mr Brett Marsh**

Dated: **Tuesday 10<sup>th</sup> May, 2022**