

Nanpean Community Primary School



Minutes

Curriculum Committee Meeting

Tuesday 6th June, 2017

Clerk to Curriculum Committee - Linda Cackett

Typed: 06.06.2017

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Curriculum Committee Circulation List:

Mr A Edmonds – Co-opted – Committee Chair
Mrs C Wicks – Headteacher
Miss D Thornhill – Parent
Mrs L Watts – Foundation
Miss C Morton – Staff
Mr B Marsh - Parent
Governor Services – for information
School Office – copy for information



CURRICULUM COMMITTEE MEETING MINUTES

School:	Nanpean CP School
Quorum:	3 (Minimum – 3 Committee Members)
Chair:	Mr Andy Edmonds
Clerk:	Mrs Linda Cackett
Date of meeting:	Tuesday 6th June, 2017 at 4.30 pm
Venue:	Nanpean School – Melbur Classroom

Attendance:

Name:	Governor	Associate Member	Other (please state)	Present/ Apologies/ Absent
Mr Andy Edmonds – Co-opted – Committee Chair	Yes			P
Mr Brett Marsh - Parent	Yes			A
Miss Clare Morton - Staff	Yes			P
Miss Dionne Thornhill – Parent	Yes			P
Mrs Lee Watts - Foundation	Yes			P
Mrs Carly Wicks – Headteacher	Yes			P
Mrs Linda Cackett			Clerk	P

1.0	<p><u>SEND Update – Miss Sarah Morrison (SENDCo)</u></p> <p>Miss Morrison gave an informative presentation to the committee – SEND Update on Nanpean School.</p> <p>Since her last presentation, nearly 12 months ago, all the major changes have taken place; the SENDCo does now have the correct qualification, congratulations were given. In the May 2017 Census the SEND Stats were:</p> <ul style="list-style-type: none"> • 34 pupils on SEND Register (21.25%) • 32 – SEND Support (20%) – Nationally is 14.4% (2016) • 1 EHCP & 1 Statement (1.25%) – Nationally is 2.8% (2016) <p>The Headteacher explained that it poses the question as to whether more EHCPs need to be put in place?</p> <p>As part of Miss Morrison's SEN Award, she addressed whether a formalised and strategic process can improve the monitoring process for pupils with SEND? During half-termly Pupil Progress and Provision Mapping meetings involving the Class teacher, SENDCo and Headteacher, intervention is recorded on the Class Provision Map and timetabling of sessions is mapped out. Intervention trackers are implemented to ensure SMART targets are set for each intervention. These targets are created in collaboration between Class Teacher, SENDCo and TA. The tracking is now part of the support staff performance and development appraisals.</p> <p>SEND monitoring includes Class Drop Ins and Intervention Drop Ins, and the next step is book monitoring to internally moderate the assessment of pupils with SEND.</p> <p>47% of pupils on the SEND Register of Need have SEMH (social, emotional and mental health) as an identified need. Lots of things have been implemented in</p>
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	<p>school to raise awareness. At a recent primary health consultation, play therapy was recommended for a pupil, a referral made but the outcome was that no play therapist is available in Cornwall. After investigation Miss Morrison found that Play Therapy UK are facilitating training in Truro at present and Miss Morrison in undertaking it. This specialist role will be amazing as there is no one in Cornwall; eventually she would like to offer play therapy in lunchtime clubs. The Committee Chair asked when she can begin to work with children, she confirmed that it will be September. It will involve presentations and training to staff and the school have agreed to fund the training.</p> <p>Only one statement transfer to an EHC plan has been required at the school, this will take place this week. The Local Offer was circulated prior to the meeting for ratification at the meeting.</p> <p>The Committee Chair thanked Miss Morrison for her very informative presentation.</p> <p><i>4.50 pm – Miss Morrison left the meeting.</i></p>	
<p>2.0</p>	<p><u>Welcome and consideration of consent for absence</u></p> <p>The Committee Chair welcomed everyone to the meeting, especially Miss Thornhill to her first curriculum committee meeting.</p> <p>No apologies were received, it was noted that Mr Marsh was not in attendance.</p>	
<p>3.0</p>	<p><u>An opportunity to declare any additional business or pecuniary interest/s</u></p> <p>None.</p>	
<p>4.0</p> <p>4.1</p> <p>4.2</p>	<p><u>Minutes of previous committee meeting – Tuesday 28th February, 2017</u></p> <p><u>Approval</u></p> <p>The minutes were circulated prior to the meeting. They were APPROVED as a true and accurate record of the meeting.</p> <p><u>Matters Arising – not already on the agenda</u></p> <p>None.</p>	
<p>5.0</p> <p>5.1</p> <p>5.2</p>	<p><u>Policies Review and Update</u></p> <p><u>SEND Information Report</u></p> <p>The SEND Information Report was circulated prior to the meeting, it was reviewed and APPROVED for adoption.</p> <p><u>EYFS Policy May 2017</u></p> <p>The policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption.</p>	



<p>5.3</p>	<p><u>Draft Calculation Policy 2017</u></p> <p>The Headteacher explained that the format has been changed and reviewed with staff to ensure clarity, it is still a draft document as there might be final tweaks by the staff. The draft policy was circulated prior to the meeting, it was reviewed and APPROVED for adoption subject to any minor tweaks required.</p>																						
<p>6.0</p>	<p><u>Attendance</u></p> <p>The Headteacher reported:</p> <p>Whole School Attendance to date: 96.4% (159 on roll) last year 96.8%.</p> <table data-bbox="220 660 718 907"> <tr> <td>Rosemellyn</td> <td>Year 6</td> <td>97.51 %</td> </tr> <tr> <td>Drinnick</td> <td>Year 5</td> <td>96.19 %</td> </tr> <tr> <td>Melbur</td> <td>Year 4</td> <td>96.18 %</td> </tr> <tr> <td>Karlsruhe</td> <td>Year 3</td> <td>95.63 %</td> </tr> <tr> <td>Prosper</td> <td>Year 2</td> <td>96.58 %</td> </tr> <tr> <td>Hendra</td> <td>Year 1</td> <td>95.82 %</td> </tr> <tr> <td>Eden</td> <td>Reception</td> <td>96.37 %</td> </tr> </table> <p>A governor asked whether authorisation is given for attending The Royal Cornwall Show, the Headteacher confirmed that one day is allowed if the pupil's attendance is over 95% and the family are running an event.</p> <p>The attendance strategy was circulated prior to the meeting, the sending of the attendance letters are personalised to ensure clarity of the school's expectations. The introduction of a weekly attendance cup and bear has been explained at assembly and pupils are looking forward to its introduction.</p>	Rosemellyn	Year 6	97.51 %	Drinnick	Year 5	96.19 %	Melbur	Year 4	96.18 %	Karlsruhe	Year 3	95.63 %	Prosper	Year 2	96.58 %	Hendra	Year 1	95.82 %	Eden	Reception	96.37 %	
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<p>7.0</p>	<p><u>Pupil Premium</u></p> <p>Nothing new to report.</p>																						
<p>8.0</p>	<p><u>Primary Sports Funding</u></p> <p>The PE Lead has taken over the Primary Sports Funding now and has created the report for the website. There is an overspend of £3,000 due to the increase costs from Go Active due to 4 classes increasing to 7, therefore 1.5 days of coaching and two after school clubs. Although it is not ideal to overspend it unfortunately has, therefore the PE Lead and Headteacher are meeting with Go Active to see whether any savings can be identified and made. The Committee Chair felt that the school has a clearer understanding of PE provision and will probably be able to find ways to make savings.</p>																						
<p>9.0</p>	<p><u>Committee Chair's Report</u></p> <p>Nothing to report.</p>																						



10.0	<u>Dates for next Curriculum Committee meeting</u> <ul style="list-style-type: none">• Tuesday 14th November, 2017 at 4.30 pm• Tuesday 20th February, 2018 at 4.30 pm• Tuesday 5th June, 2018 at 4.30 pm The meeting closed at 5.09 pm.	
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These Minutes were passed as true and accurate at the Curriculum Committee Meeting on Tuesday 14th November, 2017.

Signed: **Committee Chair**
Mr Andy Edmonds

Dated: **Tuesday 14th November, 2017**