

Nanpean Community Primary School



Minutes

Curriculum and Standards Committee Meeting

Tuesday 12th October, 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: 12.10.2021

Approved for circulation: 13.10.2021



CURRICULUM AND STANDARDS COMMITTEE MEETING MINUTES

School:	Nanpean School
Quorum:	3 - (7 Governors in Committee)
Committee Chair:	Mrs Brett Marsh
Clerk:	Mrs Linda Cackett
Date of meeting:	Tuesday 12th October, 2021 at 4.30 pm
Venue:	Headteacher's Office, Nanpean School

Attendance:

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

1.0	<p><u>Curriculum Audit and Action Plan</u></p> <p>The Headteacher introduced Mrs Jen Jago, the new staff governor and Mrs Anne Bullock as the new co-opted governor to the Committee. Miss Tucker kindly agreed to chair the committee meeting in Mr Marsh's absence.</p> <p>The curriculum audit and action plan were shared with the committee prior to the meeting, it was an informative document. The Action Plan is a work in progress. At the last staff meeting the focus was Science and an agreed vision was shared and agreed.</p> <p>The audit was a document which reflected on the work completed by the previous curriculum lead. A governor asked how the Headteacher is going to action the audit. The Headteacher replied that as a school, staff do a lot of work, it is about working smarter. The governor suggested that smarter is the way forward. The Headteacher replied that following Ofsted there are now 4 clear priorities, he created the document over the summer holidays however staff will now have the document shared with them and be able to input to it if they wish. The staff governor explained that it was now about embedding, staff worked from home during lockdown successfully. It is now about rolling it out after the disjointed year last year ensuring the curriculum is embedded throughout the school. Consolidation is the key, it needed to happen when everyone is back in contact face to face. This is the year now to see what is working and tweak things if required. It had been a rigorous Ofsted inspection, the school knew all the answers, and the Inspector's feedback was expected as Leaders were aware of these issues. There was no fault found in safeguarding or in teaching, the inspector had no real concerns and thought it was a lovely school with an excellent website. It was felt that it was good timing of the inspection, at the start of the new</p>	
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	academic year. Despite Covid, attendance figures have been high, the school has come out of it in an amazing way, congratulations to all the school staff and team. It was agreed that governors can now visit the school and report back, with a focus in particular on the 4 areas of feedback that are a result of the OfSTED inspection.	
2.0	<u>Apologies and consideration of consent for absence</u> Apologies were received, considered, and accepted from: <ul style="list-style-type: none"> • Miss Hancock – sitting an examination • Mr Marsh – work commitments 	
3.0	<u>An opportunity to declare any additional business or pecuniary interest/s</u> None.	
4.0	<u>Minutes of last committee meeting held on 18th May, 2021</u>	
4.1	<u>Approval</u> The minutes of the last committee meeting held on 18 th May were circulated prior to the meeting, they were reviewed and APPROVED as a true reflection of the committee meeting.	
4.2	<u>Matters Arising</u>	
4.2.1	<u>Item 2.0 – Apologies and consideration of consent for absence</u> The Clerk confirmed that she had reminded governors of the importance of tendering apologies.	
4.2.2	<u>Item 4.0 – Appointment of Committee Chair</u> Mr Marsh had been asked by the Headteacher whether he would be Chair of this committee and he had accepted the position.	
5.0	<u>Policies/Documents relevant to Curriculum and Standards Committee</u> <ul style="list-style-type: none"> • Curriculum Policy • MFL Policy <p>The policies were circulated prior to the meeting, they were reviewed and APPROVED for adoption by the committee.</p>	
6.0	<u>Attendance Summary</u> The Attendance Summary was circulated prior to the meeting. It was further noted that: <ul style="list-style-type: none"> • Slightly below 96% but every day a child has off school has a major impact as start of the new academic year. All absences are chased. • Attendance throughout Covid had been very good. 	



7.0	<p><u>Data</u></p> <p>A governor asked who undertakes the data processing, the Headteacher confirmed that the teachers produce data and he analyses and reports on it. The governor felt the report needs to contain what has been undertaken, bullet points, to address any issues evidenced in the data. The staff governor added that normally there would have been data meetings but due to Covid there had been a different approach. The committee was reassured that data meetings will take place again in the normal format. The Headteacher shared an example of the data forms that are completed with the committee. It evidences which children are working well, and why they are working well. The staff governor explained in more detail how priorities are identified and staff act as critical friends to each other. The governor asked how the impact is evidenced, the staff governor explained that it is about making sure that the teacher is in contact with the teaching assistant who is undertaking the intervention. There is also SENDCO monitoring therefore it is a continuous process, but it is measured half termly and interventions changed if required. Another governor asked what happens if a pupil makes better progress than expected, the Headteacher explained that it allows someone else to have the intervention as required and where the need is greatest.</p> <p>A governor mentioned that the data evidences that there is clearly an issue with boys in the school, he felt that the data should be shared with staff and ask them what positives can be shared that address the issue with the boys. The Headteacher replied that he will take this on board, he does share the SEF and SIP (for example) with the staff, but he will share data in the future. Another governor commented that it is important for staff to know data before pupils join their class. It was also suggested that a very watered-down version could also be shared with teaching assistants also. The Headteacher confirmed that he does share watered down versions of the teaching staff meetings with teaching assistants at their weekly teaching assistant meetings. It was agreed that the best time to share data is at the beginning of the year.</p>	Headteacher
8.0	<p><u>Pupil Premium</u></p> <p>The data was circulated prior to the meeting, it was further noted that:</p> <ul style="list-style-type: none"> Mr Green agreed to work with the Headteacher on Pupil Premium. 	
9.0	<p><u>Primary Sports Funding</u></p> <p>A report was circulated prior to the meeting. The Headteacher confirmed that the sports premium is going to be allocated again this year.</p>	
10.0	<p><u>Covid Recovery Funding – Curriculum update</u></p> <p>The Headteacher reported that Covid premium is also going to be allocated again this year. A governor commented that the report on the funding last year was excellent and very informative which was produced by the Headteacher.</p>	



10.0	<p><u>Committee Chair's Report</u></p> <p>None.</p>	
11.0	<p><u>Dates for next Health and Safety Committee meetings</u></p> <ul style="list-style-type: none"> • Tuesday 8th February, 2022 • Tuesday 10th May, 2022 <p>The meeting closed at 5.35 pm.</p>	

These Minutes were passed as true and accurate at Curriculum and Standards Committee Meeting on Tuesday 8th February, 2022.

Signed: **Committee Chair**
Mr Brett Marsh

Dated: **Tuesday 8th February, 2022**