



## Hollingworth Primary School Teaching & Learning Committee

Autumn Term: Thursday, 9<sup>th</sup> November 2017 at 6.00pm

### MINUTES

**NB. With the exception of agenda items, any text in:-**

- **Bold italics represents Governor challenge or approval**
- **Bold upright represents an action point**

#### Present

Mrs Helen Bates	Staff Governor
Mrs Judith Campbell	Associate Governor
Mrs Liz Diggle	Associate Governor
Mrs Grace Glynn	Parent Governor
Mr Ian Ivens	Co-opted Governor (Chair of Committee)
Ms Louise Keogh	Associate Governor
Mrs Sue Tickle	Head Teacher

#### In attendance

Mrs Denise Hague	Clerk
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**The meeting was quorate.**

#### 1. Apologies

Apologies were received from Mr Chris Neale, Mrs Karen Johnson and Mrs Diane Newton.

- ***Accepted.***

#### 2. Declaration of Business & Pecuniary Interest

There were no declarations of business or pecuniary interest.

#### 3. Election of Committee Chair

Mr Ian Ivens was nominated as Chair of the Committee. Being willing to assume the role and there being no other candidates, he was duly elected Chair for the remainder of the academic year.

#### 4. Minutes of Last Meeting (6<sup>th</sup> July 2017)

- ***The minutes of the last meeting were agreed as a true and accurate record and were signed on behalf of the Committee by Chair accordingly.***

#### 5. Matters Arising (where not on agenda)

There were no matters arising.

#### 6. Curriculum & Standards Report inc.

Mrs Sue Tickle, Head Teacher (Head) tabled the termly SMT report for information, drawing attention to the following:-

### 6.1 2016/17 Pupil Progress results – for review

Head advised that:-

- The data provided was a summary of that released by the DfE.
- EYS data was in line with that locally.
- KS1 data was above the national average.
- KS2 data was above the national average with regard to attainment; confirmation of progress data had been delayed but no concerns were anticipated.
- Mr Bob Berry, Assistant Director of Education had informed Tameside Education Attainment Improvement Board that Hollingworth was now amongst the top 5% nationally for progress in maths.

### 6.2 Attendance

- The data tabled was the latest available.
  - Attendance in most cohorts was good; that for reception which did not form part of the official data was also exceptional at 100% to date.
  - Yr3 data was poor comparatively due to a persistent absentee and a child with health issues.
  - Yr1 data was impacted by a child who did not live locally. A transfer to a school nearer to home was anticipated.
  - SEN attendance appeared poor but related to only two children, one of whom had significant medical issues.
  - The EWO had arranged to meet with parents of persistent absentees at the end of October but none had attended. Two of the families concerned had since transferred elsewhere.
- **Governors enquired further about the EWO's procedures.**

Head explained that the EWO issued a series of letters and would meet with families where required; if necessary she would visit homes unannounced. Failure to respond to initiatives could result in eventual prosecution. Head assured Governors that school was proactive in respect of persistent absence.

### 6.3 Quality of Teaching & Learning

A copy of the most recent Learning Lens report was tabled for information, together with that of the quality assurance calendar. While areas of inconsistencies had been identified and were being actively addressed, the over all evaluation of teaching was overwhelmingly positive.

### 6.4 Impact of Pupil Premium

Head advised that the details of Pupil Premium use and impact were the latest and the same as those posted on the website.

- **Noted.**

### 6.5 Impact of Sports Premium

Governors were informed that the Sports Premium data required up-dating, the school's basketball team having been successful in the Greater Manchester Games since publication of the report. The purpose of the fund was to increase participation in sport and receipt of such awards clearly demonstrated school's commitment and ability to do so. The fund had recently been increased and consideration was being given to further expanding school's sports provision.

### 6.6 SEND Report to Governors & Parents

Mrs Rachel Douse, SENCo, requested deferral of the report to the next meeting: she remained in the process of producing a full and thorough document that would not only be made

available to Governors and parents but would also be drawn upon in the event of an Ofsted inspection. In the interim, an over-view of SND provision was provided within the SMT report.

- ***Deferral approved and details within SMT report noted.***
- ***Governors asked whether funding was provided where additional support was required.***

Mrs Douse confirmed that it was but that it was dependent upon the approval of individual ECHPs. Such plans continued to be difficult to secure though their resubmission was permissible if rejected initially.

#### **7. School Improvement Plan – for review & approval**

Tabling the SIP for review and approval, Head reported that the highlighted text signified areas of the plan that had been completed, also that subject leaders now possessed their own subject plans.

- ***Governors enquired whether there were any other parts of or changes to the plan of which they needed to be aware.***

They were informed that the assessment system had changed: it was now undertaken only termly and that for autumn was scheduled for 20<sup>th</sup> November. The new method was intended to serve the best interests of the children, all of whom had been informed of the changes. A steady improvement in progress was anticipated and parents would be presented with a clearer demonstration of it. Changes had also been introduced to Yr1 testing as the outcomes of the previous system could be misleading.

Reading would continue to be an area for development: There would be a high standard of expectation and more consistency. New resources had been acquired and good quality support was being delivered by TAs. Children were being taught reading strategies to enable them to access texts better and those not meeting AREs would be monitored and supported. A definite improvement in reading speeds was expected. Work on handwriting had already begun with EYS children.

- ***Governors approved the SIP.***

#### **8. External Advisor's Report**

Head advised that the report from Mr Morley which had been circulated was his latest. Though relating to his visit in June it had not been received until September. He had, however, undertaken a learning walk and met with the SLT on 10<sup>th</sup> October and had been pleased with his findings.

- ***Governors asked when his next report was due.***

Head said that a formal report was expected in July but that one would be provided immediately in the event of an Ofsted inspection.

#### **9. Any Other Business**

None.

#### **10. Date of Next Meeting: Thursday, 1<sup>st</sup> March 2018 at 6.00pm**

The date of the next meeting was confirmed as Thursday, 1<sup>st</sup> March 2018 at 6.00pm.

**The meeting concluded 6.45pm**

Signed.....Date.....

Mr Ian Ivens (Chair)