

RIVERSIDE PRIMARY SCHOOL
(Part of the Rainham Mark Education Trust)

MINUTES OF THE STANDARDS AND WELFARE COMMITTEE

HELD ON TUESDAY 13 NOVEMBER 2018

AT 3.45pm

Present: T Scott (Chair), D Brockman, K Wilmer (Headteacher), H Robson (Deputy H/T)

In attendance: Cheryl Baxter (Clerk)

Item	Main discussions and agreed actions		Action by/when
	The meeting was quorate.		
1	Welcome and Apologies		
	1.1	Apologies were received and accepted from T Wilson.	
2	Declarations of Interest No additional declarations were made.		
	2.1	DB would update the school website	DB
3	Notification of any other urgent business		
	3.1	H/T: TPS Deputy Headteacher placement	
4	Minutes of the meeting held on 12 June 2018		
	4.1	Approval for accuracy: The chair signed the minutes as a true record.	
	4.2	Matters arising: Standards were scrutinised by Governors during the LGB meeting in July and again at the LGB meeting last month	
	4.3	Confidentiality 5.5 This item was no longer regarded as confidential and was released for publication.	
5	Headteacher's verbal update: Term 1 Data		
	5.1	The monitoring of teaching and learning carried out this term had been good to outstanding and the H/T had seen good progress across the school. Additionally there had been 16 learning walks and formal observations implemented.	
	5.2	The 2 NQTs had settled into their roles and within the team very well. They were being observed by Mentors who kept the H/T updated.	
	5.3	We have 16 specialist provision places currently, an over-subscription of the number of high needs funding suggested by the local authority. This would be discussed with the Head of 0-25 Disability Services from the Local Authority when she attended for a SEND visit next week.	

	5.4	The school continued to grow and several classes were over PAN. Governors asked what were the responses from the recent tours? Between 17 and 20 families had attended and very positive comments had been received. A further two tours were being offered. Governors congratulated the SLT for being excellent ambassadors of the school during the tours. An open afternoon on 21 November was planned for the Nursery before the provision for 2 year old children was explored further.	
	5.5	The wider curriculum continued to be developed and teachers were aware of the progression necessary in their subjects. Children had been very engaged with the Biodome that not only enabled them to access basic skills for the next stage in their lives but had demonstrated their love of learning here.	
	5.6	Anti-bullying week this week and the workshops went well in KS2. Themed weeks enhanced areas of the curriculum.	
6	Term 1 Data. Deputy H/Ts report. Governors had received and read the Progress and Attainment EYFS to Y5 report prior to the meeting. They appreciated the effort made by HR to present the information in a new format of graphs and text making it easier for them to scrutinise the information. A copy is filed with these minutes and key points were:		
	6.1	Children in the Nursery were very settled and early identification of needs had been made.	
	6.2	Reception classes were a mix of abilities but were making good progress and those with a high need were being supported. Governors asked if there was any noticeable difference between the children that had entered from the nursery here and those from other nurseries. The transition was good for children here and the reading ability was noticed to be higher. What was being done to help the transition for children coming from other nurseries? The school visits other nurseries to see the children there. Would a decision be made in Yr1 to mix up the 2 classes? It was too early to decide and would depend on how those children developed. Moderation for FS was done here last week with other schools and all of the reception and nursery teachers in the area attended to share evidence. It was seen that moderators in our school had accurate judgements based on evidence from the data. It was noted that the progress of phonics in the Reception classes had been amazing.	
	6.3	The disadvantaged children in Yr 1 had made 100% progress this year in reading. Progress was good in both writing and maths and a number of interventions were in place.	
	6.4	Attainment for reading in Yr2 was high for children without EHCPs and was a similar trend throughout this year group.	
	6.5	Yr3 were making good progress and had made 100% progress in all 3 areas. Any pre-KS1 children had been flagged up in the ASP (Analyse School Performance) and support was in place. Support was also being	

		provided to narrow the gap between SEND and non-SEND children targeting those with high needs. Governors advised they were reviewing PPG next week and would look at the interventions in place and the effectiveness of the support.	
	6.6	Governors raised that quite a high percentage of the children in Yr4 had achieved above expected in maths and writing but not in reading. To support accuracy of judgements a testing system had been purchased which could be used for gap analysis to identify gaps. Progress for pupil premium children was 100%. A booster teacher was also being used to challenge the more able higher attaining children.	
	6.7	Yr5 progress was good in writing and the White Rose scheme was being followed for maths. A booster teacher was supporting the more able children in the afternoons.	
	6.8	Yr6 data and milestones. Governors received the information prior to the meeting and a copy is filed with the minutes. There were multiple vulnerabilities in this class and in addition to other interventions, maths was being focussed up to Christmas with the introduction of early morning and afternoon sessions three times a week with a booster teacher to narrow the gap against the national standards. Whether to target reading going forward would be reviewed. The SEF and SDP were being updated in line with the data collected. Governors had also received the ASP provisional data 2017/2018 in preparation for the Ofsted visit. TW was carrying out a standards monitoring visit based on the ASP when she would ask teachers challenging questions and report back to Governors. DB would also be in attendance. HR would contact TW to arrange a meeting with the SLT to go through the ASP.	HR
7	Governor Visits and monitoring feedback		
	7.1	Standards monitoring taking place on Monday 19 November.	
	7.2	TW had met with the Inclusions Manager. A report had been done and the Clerk would request a copy and post on Governorhub	Clerk
	7.3	Finance monitoring was programmed for next week.	
8	Self-Review of Governance		
	8.1	Governors studied the draft document, produced by DB, in line with the Trust's KPIs and divided into the 6 NGA features of effective governance. On reflection, DB would make minor amendments to the colours coded evidencing actions had been met and post the revised version on Governorhub. Governors commented this was an excellent piece of work.	
	8.2	As a result of the school holding a jobs fayre, the H/T would email the attendees offering them the opportunity to consider possibly becoming a school governor. This could potentially address the current vacancies and meet an action for stakeholder engagement in the Trust's KPIs.	H/T
	8.3	Guidance would be requested from the Trust regarding Parent elections	DB

		to ensure consistency in light of the current vacancy.	
9	Training and CPD updated (including Staff)		
	9.1	No additional training had been undertaken.	
10	Any Other Business		
	10.1	TPS Deputy Headteacher placement: To assist with his qualification he had requested to present the BlueSky for appraisals training to Governors. DB agreed to attend and would contact TW.	DB
11	Confidentiality of discussion		
	11.1	H/T: Staffing update	
12	Review of meeting/impact of governance		
	12.1	Review conducted as part of item 8	
	Dates of next meetings		
	Tuesday 12 March 2019 at 3.45pm Thursday 11 July 2019 at 3.45pm		
	The meeting closed at 6pm.		

ACTIONS

Name	Item	Action	By When
D Brockman	2.1	Update the school website re: Declarations of Interests	End Nov.
H Robson	6.8	Contact TW re: ASP meeting	25 Nov.
C Baxter	7.2	Contact TW re: Safeguarding report to be posted on Governorhub	21 Nov.
K Wilmer	8.2	Email the attendees at the Jobs Fayre re: potential school Governors	
D Brockman	8.3	Obtain guidance from the Trust re: consistency of Parent Governor elections	End Nov.
D Brockman	10.1	Contact TW to request her attendance and the Blue Sky training provided by TPS D/HT.	25 Nov.