



ST ALBAN'S CATHOLIC PRIMARY SCHOOL
Love one another as I have loved you

**MINUTES OF THE VIRTUAL MEETING OF THE
STANDARDS COMMITTEE**

MONDAY, 5 JUNE 2023 at 1900 hours

[1st draft to HT 07/06/2023]

PARTICIPANTS:

John McDonald,[Headteacher]
Bridget Pullen [Chair]
Carmen Davies
Lorraine Adamson

Apologies/Absent:

Father Ramesh, Jill Formston, Cath Moor, Kevin
Doogan, Colette Haig, Charles Donnelly.

In attendance:

Anna Christenson, [SEND].

Pre-meeting:

Theresa McCannon [Geography lead]

The Headteacher opened the meeting and welcomed everyone. He confirmed that the quorum requirement of three Governors had been met.

PRE-MEETING PRESENTATIONS

The Geography Lead, Theresa McCannon, gave a presentation on Geography.

The SENDCO, Anna Christensen, gave a presentation on SEND.

The Governors related the experiences of their own children, particularly in relation to Geography, commenting that the teaching had obviously spiked the children's imaginations, and they were able to talk about what they had learned.

Lorraine Adamson commented, from a health and safety perspective, on the increase in the number of children with social problems, and the consequent

behavioural problems, which would have an enormous impact on the staff's stress levels. She added that it was absolutely right that everything possible is done to support these children and it was reassuring to hear that appropriate measures are in place.

The Headteacher expressed his appreciation to Theresa McCannon and Anna Christensen, and their teams, and commended them on the efforts and hard work.

The Chair thanked Theresa McCannon and Anna Christensen for their presentations, and they withdrew.

The relevant reports were shown on the screen, or were forwarded to the Committee immediately following the meeting.

VISITING/LINK GOVERNORS WRITTEN REPORTS.

The Committee received a written report from Jill Formston on a visit on 12 May 2023 to look at the History curriculum.

Charles Donnelly had visited to look at Literacy.

The Headteacher referred to a learning walk, adding that a plan for staff training is in place aimed at supporting the staff in implementing the national curriculum.

BRIDGET PULLEN in the CHAIR

1 PRELIMINARIES

Apologies were received from Father Ramesh, Cath Moor and Jill Formston. No declarations of interests were received.

The Committee agreed to observe confidentiality in relation to all matters discussed at the meeting.

2 MINUTES OF THE MEETING ON 23 JANUARY 2023

The minutes of the meeting of the Standards Committee on 23 January 2023 were displayed on screen.

The Chair confirmed that she was satisfied that the minutes were a true reflection of the meeting.

RESOLVED: **To confirm that the minutes of the meeting of the Standards Committee on 23 January 2023 are a true record of the meeting.**

3 MATTERS ARISING

In an update on Maths following the meeting on 23 January, the Headteacher described feedback received from the children. The Governors gave feedback from their children's perspective.

Carmel Davies discussed the support given to parents last year in getting the best out of their children which took away the fear element, and suggested the occasional use of small videos or things on YouTube when children are doing the tests. It would arm the parents to support their child better, as well.

The Headteacher referred to the Parents Forum, adding that the Forum gives a brilliant insight into what the parents need. The Homework Policy is to be reviewed. As part of that, the parents would be asked, '*What do you want from us?*', '*What will be useful for you?*'

The Headteacher discussed Pupil Voice.

ACTION POINT: The Headteacher to look at how to support the parents with Maths.

4 SCHOOL IMPROVEMENT

The LA had placed the school in **Band 3, Requires Improvement**.

The Headteacher commented on the three subjects, Maths, History and Geography, and getting the 'end points' right. He referred to the question, '*What do you want the children to know by the end of the lesson*' and making that specific. In terms of methods, it is the way the staff engage with the children so they are able to say where they are up to, particularly the older children. Currently, there is far too much 'teacher talk'.

He asked, '*How do we engage with the children?*' Pupil Voice is the most powerful way. It would be helpful if some of the Governors would agree to come into school and meet the children – what they say is very revealing.

ACTION POINT: The Headteacher to look at Governors coming in and meeting a selection of pupils across the school.

The Headteacher continued that in conjunction with the Deputy Headteacher, efforts are being made to build capacity within the school. Key stage 1 has a strong leadership; key stage 2 is '*getting there*'. A plan is in place, particularly in Maths, for the children in key stage 2. In terms of achievement, the school is looking at more positive outcomes.

Work is ongoing with a group of teachers and the site manager to implement school improvement measures – working from a bottom up, rather than a 'top down', approach.

Attendance has continued to be a challenge this term. In particular, with parents taking children on holiday in term time, which inevitably impacts on their learning.

The subject leaders have given the problem priority, and they have drawn up an action plan.

The overall aim is for the Governors to have one page on Geography, ie. 'What is positive, and how do we get to the next stage?' The next step is about assessment and 'How do we assess?'

The Chair commented on the impact of Covid, and assessment, particularly on key stage 2.

5 DENOMINATIONAL INSPECTION

The Headteacher confirmed that the school is working very much on the actions. There will be a new RE framework. Twenty schools in the Diocese are working together in changing assessments.

6 COMMITTEE'S THREE PRIORITIES FOR 2022/23. PROGRESS TO DATE.

The Committee's three priorities were -

- 1 Attainment for all year groups [especially years 3 & 4 due to impact of Covid]
- 2 Establish Link Governor role to ensure that the Governors have strategic oversight to support and challenge the school leaders, and that they submit link governor reports.
- 3 Assessment and Foundation subjects [the end point].

The Headteacher reported –

Priority 1. In writing, the school is looking to accelerate about fifty-per-cent of the year 3 cohort. There is a great deal of support and they have caught up.

Statutory assessments are being carried out in year groups. Assessment appears to be on track - in the high 50's and 60's.

The current year 2 scored very well in practice SATs and they are expected to have done well in the actual SATs. The school is quality assuring the data. It looks about 70% for Reading and Maths – a great jump from last year, particularly in key stage 1.

Because of the high number of children with special needs, Phonics will not be as high as last year's 80. This year it will be 70%, despite the staff working really hard.

The school is going in the right direction in early years/key stage 1. These children are catching up and making improvements in key stage 2.

Priority 2. Link Governors' roles: Some progress has been made. The Headteacher intended to talk about looking at Maths with the Chair of Governors.

It's still in the process of slimming down and making it more specific and clear – working on the 'end points' and getting rid of rote learning.

ACTION POINT: The Headteacher to re-circulate the proforma for the Governors to use to report on a visit to their subject.

7 HEALTH & SAFETY. RISKS/INDIVIDUAL RISK ASSESSMENTS

The Headteacher reported that three pupils had Special Educational Needs, and two pupils were subject to child protection procedures.

These children are well supported through the safeguarding team as well as the inclusion team.

8 OTHER BUSINESS

8.1 GOVERNORS' FORUM. Lorraine Adamson referred to the upcoming meeting of the Governors' Forum when she would present an item on Health and Safety. She hoped that Governors from this school would attend, although there was no obligation to do so as she would report back, via the Headteacher, following the meeting.

The Headteacher gave an undertaking to re-circulate the details and the agenda of the meeting.

8.2 YEAR 6 RESIDENTIAL. Outward Bound: The Headteacher stressed the need for children's individual forms to be returned to the school. He would ensure that an assessment is done as well as a risk assessment for the Sports day.

ACTION POINT: The Headteacher to take appropriate action as discussed above.

8.3 CORPUS CHRISTI PROCESSION: So far, only 8 people have signed up to go to the mass on Sunday and be part of the procession which would end in the school hall.

ACTION POINT: The Headteacher to send a reminder to the parents on Tuesday, 6 June 2022.

9 GOVERNORS' QUESTIONS RAISED IN ADVANCE

No Governors' questions had been raised in advance.

In bringing the meeting to a conclusion, the Headteacher thanked everyone for all their hard work as Governors, in particular for their time in coming in to help with the SATs administration. This is always a traumatic time for the teachers and they

appreciated having someone there which reduced stress levels and ensured that the process was really calm.

The Chair reassured the Headteacher that the Governors want to support the school in every way possible.

The Chair thanked everyone for their input and closed the meeting at 2012 hours.

**CERTIFIED AS A TRUE RECORD OF THE MEETING OF THE
STANDARDS COMMITTEE ON 5 JUNE 2023.**

_____ **CHAIR**

_____ **DATE**