

WESTGATE PRIMARY SCHOOL

TEACHING, LEARNING & ASSESSMENT COMMITTEE MINUTES

Tuesday 1st November 2022

Invited: Helen Carpenter (HC); Laura Boddy - Chair (LB); Daniel Hackney (DH); Rob Wilks (RW); Sarah Mumford (SM)

Minutes: Rob Wilks

Item	Minutes	Action
1	Apologies None	
2	Minutes and Matters Arising <ul style="list-style-type: none">Phonics training took place on the September training day for all classroom staff (DfE accredited scheme, Bug Club Phonics)Minutes were reviewed and accepted as accurate	
3	SEN Report for Governors <ul style="list-style-type: none">The SENCo shared a full annual report to the SEND governor in July, who gave a summary to the committee.There is a clear overview of interventions impact/ outcomes.A governor asked about the gap in attainment between SEND/ non-SEND. Without intervention and support, this gap would be bigger.Individual year groups were discussed.Data from interventions clearly shows that individual targets for each child are being met and this is a big step for them, but this might not necessarily be reflected in data on overall expected standard for that key stage. This is reflected, for example in B-Squared data.	
4	School data summary target setting / baselines <ul style="list-style-type: none">Year 1 is a class which has been more impacted by the pandemic, but clear progress, eg with personal, social & emotional skills is evident since the start of the year.Year 2 have had a very positive start. Maths is particularly strong and writing has improved well.Year 3 have made a very good start top KS2. There is a focus on writing as some children appear to have regressed over the summer.Year 4 are also doing well. PP students have some very specific issues impacting on learning and are all receiving support for their barriers to learning.Year 5 includes a very specific sub-set of pupils who have complex needs and impact on the overall results, particularly the gender gap.Year 6 have begun school-led tuition. 6 pupils are being targeted and ambitious outcomes are being aimed for.Technology is helping with EAL students in Y6.Reception baseline has been completed. There are several children with very complex SEND needs in this class including 3 with high needs top-up funding.Nursery has also completed baseline assessments, which indicate that summer born children have the most progress to make up.Governors thanked HC for a very thorough data summary.	

6	Policy Reviews <ul style="list-style-type: none"> Feedback policy Governors felt that the key principles were reflected well in the policy. A lot of work has been done in relation to workload (minimum teacher time, maximum outcomes) for staff and the policy is based on clear research. There is a very clear set of guidelines and it reflects what is being seen in the classroom. Policy was accepted. Review in Nov 2025. 	
7	General Business School Improvement Plan <ul style="list-style-type: none"> Aim 1 & 4 were reviewed. Aim 1 – Amber – Books are ordered. Assessments have been started and reading for pleasure has been set up. Library club, assemblies and author visits have already started. Aim 4 – Amber for some areas A question was asked about ‘standards’ - this was explained as outcomes that can be seen in books and retrieval of knowledge. Discussion was had around the SIP and how to refine points for success criteria. HC to look at this. Target setting procedures <ul style="list-style-type: none"> The head teacher summarised the procedure at Westgate: Teachers undertake some initial assessments along with observations and last year’s end of year outcomes. Pupils are ranked for each core subject and then targets are set with HC, JH and DH, via interrogation of data. Gaps are identified and interventions are identified. A review of progress is scheduled in February and then again at the end of the year. EYFS updates including Early Reading and Phonics <ul style="list-style-type: none"> See SIP item above. The Scheme of Work has now been finalised. Books are being sent home online. 	HC
8	Climate change and Westgate Climate change across the curriculum – mapping <ul style="list-style-type: none"> Last year, 2 teachers attended joint FOS climate change curriculum training. Teachers have mapped opportunities to include teaching on climate change across the curriculum and assemblies also address this. A governor commented that there are clear ways in which pupils can get involved. Y2 / 5 have completed a presentation at the launch event of the Otley Nature Recovery project. A parent governor also said that watching Newsround has also had an impact on their children talking about climate change. The Eco-Team plan is just about to be reformulated. One governor does have access to potential training for staff – more details later in the year. 	
9	Governor Visits <ul style="list-style-type: none"> English visit DH and LB to set a date for November. 	
10	AOB <ul style="list-style-type: none"> Westgate has been awarded ArtsMark Silver. Governors congratulated the school on this achievement. The award feedback indicated dance as the next area of focus. Some PE and Sport funding is going to be used to work with Northern Ballet Theatre later this year. 	

	<ul style="list-style-type: none"> The head teacher shared feedback on the first hybrid parent consultation evening feedback. The choice was welcomed by parents and has been very successful. 	
11	Date of next meeting <ul style="list-style-type: none"> 21/02/2023 	