

## WESTGATE PRIMARY SCHOOL

### MINUTES OF THE PUPIL SUPPORT COMMITTEE MEETING HELD ON TUESDAY 13<sup>th</sup> JUNE 2017:

**Present:** Jane O’Kane (J’OK), Rob Wilks (RW), Anne Hodgson (AH), Helen Carpenter (HC) & Sarah Mumford (SM).

Item	Minutes	Action
1	<ul style="list-style-type: none"> <li>• <b>Apologies:</b></li> <li>• Andrew Ross</li> <li>• Daniel Hackney</li> </ul>	
2	<ul style="list-style-type: none"> <li>• <b>Minutes of last meeting</b></li> <li>• These were approved at last Full Governing Body Meeting</li> </ul>	
3	<ul style="list-style-type: none"> <li>• <b>Matters arising from minutes of meeting:</b></li> <li>• Dan Toms – Has not been contacted yet. Katy Senior is attending STEM Centre Computing Conference on 30/06/2017.</li> </ul>	
4	<ul style="list-style-type: none"> <li>• <b>WOOSH Finances – are they available?</b></li> <li>• Generally numbers are up and made a significant contribution to School Budget Share (£10K) due to running at a surplus.</li> </ul>	
5	<p><b>Policy Reviews:</b></p> <ul style="list-style-type: none"> <li>• <b>Model Policy &amp; Protocols for Governor Visits:</b></li> <li>• Electronic copy to be sent to be sent to the Governing body and checked at the next meeting.</li> <li>• <b>Accessibility Plan:</b></li> <li>• Signage is up and improved.</li> <li>• Parking cannot be improved due to site.</li> <li>• Curriculum – training done on specific issues</li> <li>• Looked After Children– evidence and feedback backs up a positive stance on this.</li> <li>• Increase Extra Curricular offer– Some specific clubs created and lots of subsidised holiday activities for Pupil Premium pupils.</li> <li>• Communication Difficulties – Cluster training and specific screening completed.</li> <li>• Autism – Continued training.</li> <li>• Based on current evidence, ALL success criteria have been achieved.</li> <li>• New plan for Autumn – one item will be to reduce visual clutter in the classroom environment.</li> <li>• <b>Community Cohesion:</b></li> </ul>	HC

	<ul style="list-style-type: none"> <li>• Updated for this meeting. One Governor commented that the pupils get a very good introduction across lots of cultures. Review every 3 years. Policy adopted.</li> <li>• <b>Science Policy:</b></li> <li>• Curriculum Leader has updated this. Policy adopted.</li> <li>• <b>PSHE Policy:</b></li> <li>• The model policy from LCC. All in line with what the school does. Policy adopted.</li> <li>• <b>Behaviour Policy:</b></li> <li>• It was confirmed that the behaviour and discipline policy <b>is</b> on the website.</li> </ul>	
6	<p><b>Update from relevant Governors / HT on Safeguarding, CP/LA, SEND and Prevent:</b></p> <ul style="list-style-type: none"> <li>• There are no children currently looked after by the local authority and 9 children on roll who have been adopted from care.</li> <li>• CP Plans – None at present but one case is being reviewed by Children’s Social Work Services to decide the best basis on which to proceed. All other social care involvement has ended.</li> <li>• Early Help Plans – 1 lead by Children’s Centre (3 pupils); 1 closed after 12 months; 1 opened for a pupil transferring to PHGS (will be handed over this month to relevant staff).</li> <li>• 2 notifications of domestic violence have been received in the last month.</li> <li>• A governor raised a query with regard to Prevent and if there had been an increase in racist incident following the Manchester Arena terrorist attack. HC reported that no racism-related incidents had been reported to her; however, pupils have been concerned about their friends and the families caught up in the attack.</li> <li>• <b>SEND</b></li> <li>• JO’K reported back on her recent email correspondence with the SENCo.</li> <li>• Additional work on transition for SEN and vulnerable pupils is underway, including meetings with parents.</li> <li>• MC is leading a staff meeting on the Progression Framework for children with pragmatics difficulties and how to use it to support target-setting and assessment for these children.</li> <li>• The SENCo has used regular ‘Book Looks’ to help her in reviewing SEN children’s progress.</li> <li>• The SEN Policy will be reviewed at the next meeting.</li> <li>• The SENCo has begun to work on producing a series of 1 minute guides to SEN for parents, in response to feedback in the recent</li> </ul>	

	<p>Parents Forum meeting.</p> <ul style="list-style-type: none"> <li>• 1 more book Look and review is to be completed this term.</li> <li>• BSquared shows progress is being made by SEN pupils in all 3 strands (Reading/ Writing/ Mathematics)</li> </ul>	MC
7	<ul style="list-style-type: none"> <li>• <b>Review Assessment &amp; Target Setting Procedures:</b></li> <li>• Not all data is in to answer the question on progress and will be shared when available.</li> <li>• Eng/ Maths/ EYFS action plans to be reviewed on 29<sup>th</sup> June with Governors</li> </ul>	<p>HC/ DH</p> <p>HC</p>
8	<ul style="list-style-type: none"> <li>• <b>Pupil Premium Funding Reporting:</b></li> <li>• <b>HC shared a template which was based on work from Ashfield Primary School and consisted of 2 parts</b> – reporting on data for pupil premium children and then details of the school's strategy for spending the funding received.</li> <li>• Results are very cohort specific and vary from year to year and between subjects.</li> <li>• <b>Issues Identified for support:</b> <ul style="list-style-type: none"> <li>• EYFS underachievement in maths and KS2</li> <li>• Phonics in Reception/ Y1</li> <li>• Reading and Writing in KS1</li> <li>• Writing in KS2</li> <li>• Decreased learned helplessness</li> <li>• Increased pupil confidence / wellbeing</li> <li>• Attachment</li> </ul> </li> <li>• Pupil Premium achievement will be on the SIP and will be discussed at <b>all</b> meetings of this committee going forward.</li> </ul>	HC
9	<ul style="list-style-type: none"> <li>• <b>PE Funding:</b></li> <li>• Active Schools SLA purchased, which allows access the training and resources through the local authority.</li> <li>• School pays a proportion of Ryan Davies' (PHGS) salary along with other schools in the family, to enable his weekly PE outreach work with classes Y1-6.</li> <li>• Purchased more Gym equipment (gym mats and benches) following feedback in Ryan Davies' recent PE staff training.</li> <li>• Purchased school kits for tournaments, festivals and competitions. It was noted that this has coincided with increased success!</li> </ul>	

	<ul style="list-style-type: none"> <li>• Staff are paid to run extra-curricular sports activities.</li> </ul>	
<b>10</b>	<b>Review of SIP Priorities:</b> <ul style="list-style-type: none"> <li>• Times Table Rockstars has had a huge impact on children's recall of multiplication facts- accuracy and speed</li> <li>• Improvement in Y3 spelling has been seen</li> <li>• PE provision is good and children have access to a wide range of extra-curricular activities.</li> <li>• Subject Leadership: Governors have been able to evidence this firsthand through their visits and conversations/ interviews with subject leaders and to see the curriculum in action.</li> <li>• Peer mediation is going really well and is empowering children to manage difficulties themselves and develop skills of empathy, negotiation and compromise.</li> </ul>	
<b>11</b>	<b>Review of Quality of Teaching in School:</b> <p>Overall, the head teacher is satisfied that the quality of teaching in school is very good, as evidenced by books looks, progress meetings and teachers' reports of their collaborative work. From their observations in a range of subjects and classes, the governors concurred with this judgement.</p>	
<b>12</b>	<b>Exclusions / Racist Incidents to Report:</b> <ul style="list-style-type: none"> <li>• None in this period.</li> </ul>	
<b>13</b>	<b>Evaluation of Work of the Committee 2016-2017:</b> <ul style="list-style-type: none"> <li>• The committee judges that it has increased its effectiveness in the last year, through the introduction of regular, specific and focused visits related to SIP priorities.</li> <li>• It was felt that this had provided them with lots of evidence for their role in judging the effectiveness of the school</li> <li>• Looking forward, the committee agreed that a yearly plan will be produced for next year.</li> </ul>	
<b>14</b>	<b>AOB</b> <p>JO'K and CL visited a D&amp;T lesson in Y1 today. They will produce a report of their visit to share with governors and staff.</p>	
<b>15</b>	<b>Date for Next Meeting:</b> <p>Thursday 21<sup>st</sup> September 2017</p>	