

WESTGATE PRIMARY SCHOOL

**MINUTES OF THE PUPIL SUPPORT COMMITTEE MEETING
HELD ON WEDNESDAY 10TH FEBRUARY 2016**

Present:

Jane O’Kane, Rob Wilks, Andrew Ross, Anne Hodgson, Daniel Hackney, Helen Carpenter &
Joanne Hattersley.

ACTION

1	Apologies: None.	
2	Joanne Hattersley – Maths Subject Leader : Joanne gave an overview of the England-China Mathematics Exchange Project, focused on developing teaching for mastery. She informed governors about the school’s changes to how mathematics is taught, how staff are being supported to make changes to their teaching, and how children are responding to the innovations. Andrew Ross & Jane O’Kane reported back on their visit to school to observe maths lessons in KS1 and 2. Staff were thanked for their hard work in implementing such significant changes and Joanne was thanked for her comprehensive and informative presentation.	
3	Minutes of Meeting held on 25th November 2015: The minutes from the last meeting were approved.	
4	Matters Arising: The revised Feedback and Assessment policy was approved.	
5	School Standards Visit: It was confirmed that a visit will be scheduled after Easter.	
6	Learning & Progress Across Year Groups of Current Pupils: Progress Review Meetings <ul style="list-style-type: none"> • Helen Carpenter and Daniel Hackney presented the new format for progress review meetings, which monitor teacher assessment and pupil progress. • The new system, following the removal of National Curriculum levels, encourages a much more holistic view of the strengths and weaknesses of individual pupils and what is being done to support them to meet targets. It focuses on children who are at risk of not reaching end of year expectations in reading, writing and mathematics, both as individual subjects and also combined, as well as any children who are part of targeted interventions or who receive 1:1 tailored provision. • All class teachers have met individually (or jointly in the case of class-share arrangements) with senior leadership team, having first shared their notes and evaluation of children’s learning. The meeting then provides an opportunity to evaluate children strengths and weaknesses and identify appropriate provision to enable them to maximise learning and progress. • As a result, senior leaders in school have a clear picture of attainment and progress for individual children across school. • A governor asked if any external moderation had taken place. The headteacher and DHT explained that moderation meetings for end of key stage classes are planned for next half term between schools in the cluster. 	

7	<p>Safeguarding – are safety arrangements in place to keep children safe:</p> <p>Helen Carpenter updated governors on safeguarding training that was planned. A Health & Safety review has been requested, prompted by a parental concern about an accident on the playground.</p> <p>A wide range of child protection and child safety opportunities have been arranged, including:</p> <ul style="list-style-type: none"> • Scooter/ pedestrian training for Y5/6. • Water Safety assembly from the Canal and Rivers Trust. • Pedestrian training for the whole school. • E-Safety for all KS2 (D:Side). • Staff and Governors child protection training including for designated staff. • NSPCC Child Protection lessons for Y5/6 • A new Educational Visits Co-ordinator has been trained (H Hooper) 	
8	<p>School Improvement Plan:</p> <p>The head teacher gave an update on the four strands of the School Improvement Plan.</p> <ul style="list-style-type: none"> • Maths and assessment had been discussed earlier in the meeting (items 2 and 6) • Whole school Restorative Practice training will take place next half term, followed by peer mediation training after Easter. • Staffing restructuring and development: TA regrading has been carried out and six out of seven posts filled. One open internal post to be revisited after Easter. The SENCo is leading our participation in a Leeds/ Education Endowment Foundation project to maximise the impact of teaching assistants. • The temporary Curriculum and Enrichment TLR post is having a positive impact in terms of curriculum planning and information, and raising the profile of curriculum innovation, with more work planned for next half term. 	
9	<p>Care & Control Policy:</p> <p>It was suggested minor rewording around training but the policy was otherwise approved.</p>	HC
10	<p>Healthy Eating Policy:</p> <p>A governor questioned some wording in the policy which led to a detailed discussion about appropriate guidance/ policy on break time snacks. Some minor clarifications were added and the policy was agreed.</p>	HC
11	<p>Intimate Care Policy:</p> <p>This was agreed with minor grammatical corrections.</p>	HC
12	<p>Update on SEN Funding:</p> <p>All funding applications had been successful due to the excellent work of Marie Colannino, SENCo. School will see a significant increase in SEN funding of upwards of £22K, due to some children receiving funding for the first time and others receiving increased funding. This correlates to the increased spending on TA salaries following the restructure and demonstrates that staffing levels reflect the level of need in school. Thanks to Marie were therefore minuted.</p>	

13	Any Other Business: None.	
14	Date & Time of Next Meeting: Wednesday 4 th May at 6:00pm.	