

WESTGATE PRIMARY SCHOOL

MINUTES OF THE PUPIL SUPPORT COMMITTEE MEETING HELD ON TUESDAY 21ST FEBRUARY 2017:

Present: Jane O’Kane (J’OK), Rob Wilks (RW), Andrew Ross (AR), Anne Hodgson, Daniel Hackney & Helen Carpenter (HC), Sarah Mumford (SM).

Item	Minutes	Action
1	Apologies: <ul style="list-style-type: none">• None	
2	Minutes of last meeting <ul style="list-style-type: none">• These were approved.	
3	Matters arising from minutes of meeting: Actions <ul style="list-style-type: none">• Rob Wilks showed new materials he had collated for Governor induction and requested comments. Available on VLE.• Re Child Protection, HC to ensure this is complete for Thursday and that pictures and names for herself and Marie Colannino are displayed.• Homework – changes have been made by teachers this last half term in response to comments from both this Committee and Teachers. As a result the homework booklet has been slightly amended. A suggestion was made that it might be re-badged as “home learning” rather than “homework”.• First Aid – HC to check and update names on the notice.	HC
4	Policy Reviews: <ul style="list-style-type: none">• Behaviour Management Policy: It was agreed to adapt the question raised over training offered to staff re restraint. HC confirmed no children are currently likely to need restraining so there had been no recent training. When School has had such pupils, all staff had received one day training.• Complaints Policy: It was agreed to adapt the Leeds Policy which is available on the Website and therefore accessible to parents. HC to extract Policy from toolkit for uploading.• Curriculum Policy: A good discussion was held about the breadth of the curriculum and extra-curricular policy. It was felt this was key to the whole school	

	<p>approach, details were not appropriate for this high level policy.</p> <ul style="list-style-type: none"> • E-Safety Policy: <p>HC shared the draft policy which required further work. A working group of HC, RW, KS and possibly a parent was suggested. HC is to look for a parent representative. HC to attend a meeting at All Saints in 2 weeks time looking at working as a FOS to make Otley an ESafety town.</p> <p>The working group are to meet on Mon 20th March at 3.45pm.</p> <ul style="list-style-type: none"> • Volunteers: <p>It was discussed when regular helpers become “regular” and need a DBS. Committee clear on distinction between one off visitors e.g. school trips, aspirations week and regular volunteers e.g. reading.</p>	
5	<p>Report on Governor visit to School 27/01/17:</p> <ul style="list-style-type: none"> • Andrew Ross & Sarah Mumford reported back on their visit to school – report can be found on the VLE. • It was suggested that other visits take place – RE, Music & the chance to see other aspects of the curriculum. 	
6	<p>SEND, Child Protection & Safeguarding Updates:</p> <ul style="list-style-type: none"> • School has been successful in receiving additional FFI funding for 2 children. • The level of SEN funding at Westgate is higher than any other Primary School in the family. • A new EHCP request has been submitted • BSquared assessment has been embedded in the School. • Learning passports are successful as they are targeting 73% of children who are meeting 2 or all of their outcomes. • Marie Colannino has attended diagnostic training to reduce the need for SENIT visits as the service is very overstretched. • School continues to be very happy with the SaLT and the interventions. • The progression framework for monitoring children with pragmatics has not yet been embedded and will be a focus once BSquared has been fully embedded so as not to overload staff. • It was noted future funding changes to FFI both in Leeds and nationally pose a risk going forward. • Thanks to Marie Colannino were noted for her on-going excellent efforts re funding for SEN. 	

	<ul style="list-style-type: none"> • Child Protection – HC updated the Committee on the ESafety incident before half term which took place out of School. Parents were notified by School the next day and HC as ESafety lead spoke to Pupils and Parents involved to ensure the matter was reported to the Police. She also spoke to Years 5 and 6 about ESafety and contacted the other Schools in the family. The matter was reported to CEOP and Police interviewed the Pupils involved. It was noted all had responded in exactly the right way, to the incident, by cutting contact and telling a parent. CEOP confirmed that School had also responded correctly and it reflected well on the Schools ESafety education. Unfortunately the response of another School in the family had led to press coverage and work on a FOS ESafety Policy was seen as a positive step to prevent further incidents such as this. • HC had spoken to years 5 and 6 today about WhatsApp and chain messages following another incident. 	
7	<p>Teaching & Learning:</p> <ul style="list-style-type: none"> • Pared teaching observations have all taken place and write ups returned. • Focus on Growth Mindsets and AFL is proving very positive with useful comments to follow up. • Mid- year progress reviews have taken place – very positive with a good number of pupils now where they should be for their age. Many others are making progress. A few who are not making progress have been targeted to deal with any issues often related to complicated home lives. • Regards interventions – very good progress is being made by all children re maths and literacy. • 8 adopted children from care (1 more joining after Easter) – most making good progress. One has EHCP application pending and one is struggling and has staggered intervention to as not to overload her. The numbers are well above those expected for the size of the School. 	
8	<p>School Development plan:</p> <ul style="list-style-type: none"> • Rock Star Maths is having a real impact. • Focus on handwriting is also proving successful • Curriculum – see Governor visit • AfL – discussed above • Peer Mediation – training very positive and Governors to see at Governors day in School. • The impact of TA's – visit last year looked at talking to TA's. 	

9	EYFS: <ul style="list-style-type: none"> • The curriculum meets requirements. • 30 free hours in Nursery will be implemented from September. Following consultation, School will offer fully flexible from September which will require changes to the planned curriculum and so not all children will access all opportunities. 	
10	Arrange future governor visits to school: <ul style="list-style-type: none"> • Friday 24th Feb 2pm to 3pm – SM and another governor to look at RE and English. • Possible visit to be arranged to observe RE and DT lessons. • J'OK to attend School on 14th March at 9:00am re Growth Mindset assembly. 	
11	Any Other Business: <ul style="list-style-type: none"> • HC reported that an assessor for Mindmate Friendly Status, which is the first in Leeds, will take place on Monday next week. • The SEMH audit has been done and the action plan developed. 	
12	Date for Next Meeting: Tuesday 2 nd May 6:00pm.	