

## WESTGATE PRIMARY SCHOOL

### MINUTES OF THE PUPIL SUPPORT COMMITTEE MEETING HELD ON MONDAY 9TH FEBRUARY 2015

Present:

Jane O’Kane, Thea Pitman, Rob Wilks, Anne Hodgson, Andrew Ross, Jonathan Kirkland & Helen Carpenter.

		ACTION
1	<b>Apologies:</b> None.	
2	<b>Minutes :</b> These were accepted.	
3	<b>Matters Arising:</b> <ul style="list-style-type: none"><li>• The paper registers are still in use</li><li>• Re the Behaviour policy - point 4.4 has now been completed</li><li>• Peer observations are going really well. No concerns have been raised from round 1. Round 2 is up to date with just a few to finish off after half term. Impact of whole school training on assessment for learning is evidenced in the observations undertaken across school.</li></ul>	
4	<b>SEND Policy:</b> Minor amendments are needed to prepare the policy for public release. This will be signed off at the next meeting. Jane O’Kane as SEND governor had had a meeting with Helen Carpenter (SEND Coordinator) this evening.  Helen confirmed that the School Complaints policy is now available on the website.	
5	<b>PE Policy:</b> Minor amendments need to be made before the policy can be released publicly. This will be signed off at the next meeting.	
6	<b>Shanghai Visitors:</b> <ul style="list-style-type: none"><li>• Helen Carpenter &amp; Joanne Hattersley (Maths subject leader) have been preparing for the visit by changing the way of teaching to fit with the Chinese approach.</li><li>• A meeting with other schools taking part was attended by Helen at the DfE on 27/01/15.</li><li>• The visit by 2 Chinese teachers will take place 9<sup>th</sup> – 18<sup>th</sup> March &amp; they will teach Years 3 &amp; 5. Internal observations will be arranged for all Westgate teachers to see the Chinese</li></ul>	

	teachers in action. These will be followed by external observations for maths teachers across Leeds. The project has already been featured on The One Show on BBC1.	
7	<b>School Data:</b> <ul style="list-style-type: none"> <li>• The committee chair had compared the Fischer Family Trust with Westgate's data &amp; reported that there were no surprises &amp; that data corroborated other information provided by school.</li> <li>• APS &amp; ARE data (average point scores and age-related expectations) was presented by the head teacher. All the teachers feeling is that targets set are achievable. Staffing issues should not impact on the results. The head teacher took questions re the data &amp; reassured governors on all points, especially regarding Years 4 &amp; 5. Year 1 is also on target in comparison with earlier over-cautious assessments made in Reception.</li> </ul>	
8	<b>School Standards Visit:</b> The school improvement adviser will visit school on Monday 9 <sup>th</sup> March to welcome the visitors from Shanghai. She will return for the School Improvement visit on Tuesday 24 <sup>th</sup> March.	
9	<b>School Improvement Plan:</b> <ul style="list-style-type: none"> <li>• The VLE is working really well as is the parent's evening booking system. The shared calendar system is also working well.</li> <li>• Some issues have been raised re data/child protection &amp; photos being made available to the whole class. Also re social networking aspects. The head teacher will raise this with the developers.</li> <li>• Re the curriculum – new topics are now being taught &amp; new science books/ online resources have also been purchased.</li> <li>• Some work has been done re Assessment &amp; identifying good systems to use. This work is ongoing with the aim of final decisions being made by the end of the academic year.</li> </ul>	
10	<b>Racial Incidents:</b> One incident took place during a Spanish class. This was dealt with by the headteacher in accordance with the policy.	
11	<b>Any Other Business:</b> <ul style="list-style-type: none"> <li>• The new Curriculum, Learning &amp; Teaching policy has now been uploaded.</li> <li>• A governor asked if all governors could receive info/emails &amp;</li> </ul>	

	<p>stay within the VLE. This matter will be discussed at the full governing body meeting.</p> <ul style="list-style-type: none"> <li>• A governor asked for learning log feedback. The head teacher outlined recent work done with KS2 about effective learning logs and agreed to raise the issue of giving children feedback closer to task completion with staff.</li> </ul>	
12	<p><b>Date &amp; Time of Next Meeting:</b> Thursday 7<sup>th</sup> May 2015 at 6:15pm.</p>	