

## WESTGATE PRIMARY SCHOOL

### MINUTES OF THE PUPIL SUPPORT COMMITTEE MEETING HELD ON THURSDAY 22ND SEPTEMBER 2016:

**Present:** Jane O’Kane, Rob Wilks, Andrew Ross, Anne Hodgson, Daniel Hackney & Helen Carpenter.

Item	Minutes	Action
1	<b>Apologies:</b> <ul style="list-style-type: none"><li>• None.</li></ul>	
2	<b>Minutes &amp; Matters Arising :</b> <ul style="list-style-type: none"><li>• <b>Packed Lunch Policy:</b><p>HC has been talking with children over the last couple of weeks about packed lunches, having very positive conversations about their lunchbox contents. Overall the quality of packed lunches has significantly improved across school since the introduction of the policy.</p></li><li>• A small number of parents have complained, particularly about crisps, processed fruit products and cereal bars no longer being allowed. HC has spoken with parents to explain and negotiate what would be satisfactory.</li><li>• A very small number of children have specific issues around food and HC has spoken individually to these families to reassure them and deal with these cases on an individual basis.</li><li>• One written concern has been raised with the Governing body and RW will respond following this discussion.</li><li>• It is noted that the Governing body fully supports the Policy and its implementation by School.</li><li>• Contact details for Governors should be available on the website and HC will add them to the Westgate emails.</li></ul>	HC
3	<b>Review of End of KS1/2 assessments, EYFS Profile and &amp; Progression in Phonics check – standards &amp; progress:</b> <ul style="list-style-type: none"><li>• DH talked through the data and identified specific issues in mathematics at KS2: results were marginally lower than the National Standard (although confidence intervals indicate this is not statistically significant). School has analysed pupils responses to identify areas of strength and weakness which will feed into this year’s teaching and school has undertaken 2 days maths training (Maths No Problem) at the start of September. As the effect of teaching for mastery moves up through school we should see results improved, based on the impact on our youngest pupils. School is also training an additional TAs in upper KS2 maths intervention success@arithmetic, to help with catch up where needed. The implementation of this intervention was adversely affected</li></ul>	

	<p>last year by staff and pupil absence, resulting in less impact.</p> <ul style="list-style-type: none"> <li>• Cluster will share data (HT's only).</li> <li>• The Pupil Premium gap was noted – there is a higher incidence of complex issues/ SEN/ low attendance/ Child Protection history in these pupils at Westgate than in non-PP children. Pupils without these multiple factors tend to achieve better results than those who have one of more of these other issues. The success of some pupils in Year 3 was noted.</li> <li>• No general themes across School other than the Pupil Premium gap-issues in achievement tend to be cohort-specific.</li> </ul>	
4	<p><b>SIP</b></p> <ul style="list-style-type: none"> <li>• The rationale for each priority was discussed in detail as per the plan.</li> <li>• The priorities address the key areas for further improvement based on school's self-evaluation and governors felt it follows on very well from last year's SIP and other work.</li> <li>• Noted the work of TAs is having a measurable impact on pupils through new targeted interventions, as seen during governors' visits.</li> <li>• A governor noted these are all things that governors can monitor and proposed to draw up a schedule for governors to undertake monitoring activities related to the SIP over the year.</li> <li>• A governor proposed doing further work on measurable outcomes to enable clear evaluation of the success of the plan.</li> </ul>	JO'K
5	<p><b>Partnership Work</b></p> <ul style="list-style-type: none"> <li>• School has had success with shared work with SIA Trish Lowson and has made effective use of her time. The resulting report on how schools in Otley, Pool &amp; Bramhope develop pupils' resilience, has many examples of good practice. Time is now needed to consider the report in detail and identify ways in which we can use it to enhance school's work in this area further.</li> <li>• Heads and governors from the Family of Schools met at PHGS to explore MAT status. It was agreed to share the outcomes and impressions at and full governor body meetings and then to feed back as a Family of Schools concerning schools' current views in relation to this idea.</li> </ul>	HC
6	<p><b>Attendance Review:</b></p> <ul style="list-style-type: none"> <li>• Attendance for last year was 96.9% - very similar to previous year.</li> <li>• School now monitors Nursery attendance which has identified low attendance from a small number of children. As a result changes have been made to the information given in the induction meeting, to promote expectations of good attendance in Nursery.</li> </ul>	
7	<p><b>SEN Provision in place for this year:</b></p> <ul style="list-style-type: none"> <li>• Additional in staffing in Reception/ Y1/2/4/6 due to children with High</li> </ul>	

	<p>Needs Top-Up funding in these classes. We are awaiting a final EHC Plan for one child in Reception from Bradford LA.</p> <ul style="list-style-type: none"> <li>• There is an EHC Plan in Y6 for a child who will transfer to specialist provision in Y7.</li> <li>• School lost a TA who ran the maths intervention 1stclass@number1 in Y2. The training will not be replaced due to the success of Mastery teaching in Mathematics in Y1 last year.</li> <li>• Other targeted interventions: 1<sup>st</sup>class@Numbers2 &amp; 1stclass@wrting Pirate Crew, both Y3; 1stclass@writing Dragon Hunters new this year in Y4; FFT Write Away Together in Y5/6; Success @Arithmetic Y5/6 1 trained member of staff &amp; 1 more in training this term;</li> <li>• FFT Wave 3 literacy in Y1/2/3 2 TAs trained and another 3 this term.</li> <li>• Continued support from the Educational Psychology (EP) team.</li> <li>• SaLT traded service provision bought privately with the cluster on top of statutory NHS time, from Away with Words– very good first impression &amp; already working with the SENCo.</li> <li>• SEN Inclusion Team from Leeds working with 2 children in Y4.</li> <li>• There are currently 8 adopted children in school with 1 child to be considered for EP advice to address complex needs.</li> <li>• Updated allergy information for children with inhalers &amp; epipens has been checked.</li> </ul>	
8	<p><b>Review Leeds Admission policy:</b></p> <ul style="list-style-type: none"> <li>• This was adopted as it stands.</li> </ul>	
9	<p><b>Review Westgate Nursery Admission Policy:</b></p> <ul style="list-style-type: none"> <li>• One governor asked how nursery attendance patterns are prioritised. School uses the same priorities as with overall Nursery admissions. Also take into account parents' working patterns. The head teacher has added a new paragraph to clarify this.</li> </ul>	HC
10	<p><b>Are there any updates to be made to the school prospectus?</b></p> <ul style="list-style-type: none"> <li>• Governors looked at the supplementary information &amp; agreed it was suitable.</li> </ul>	
11	<p><b>Are there any updates for the Governor Induction Pack?</b></p> <ul style="list-style-type: none"> <li>• It was agreed that this is an area for update and development &amp; RW agreed to email Pippa McPherson to discuss previous arrangements.</li> </ul>	RW
12	<p><b>Date of Next Meeting:</b></p> <p>Wednesday 23<sup>rd</sup> November 2016.</p>	