



WATERBEACH COMMUNITY PRIMARY SCHOOL

VIRTUAL MEETING OF THE CHILDREN'S COMMITTEE

Wednesday 24th November 2021 at 6.30 pm

MINUTES

Governors present: Martin Brown (MB – CHAIR); Patty Congedo (PC); Jane Green (JG, Head); Jessica Lechner (JL); Kasia Piwnicka (KP); Lisa Wakley Davies (LWD)

Also Present:

Helen Andrews (HA, Clerk)
Lindsey Ogilvie (LO), English Subject Lead

| Agenda Item | |
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| 1. | Welcome & Apologies MB welcomed all to the meeting. The meeting was fully attended and was quorate. Governors met remotely using MS Teams. |
| 2. | Declaration of Interests in Items on the Agenda: No declaration of interests in items on the agenda were declared. |
| 3. | Minutes of Previous Children's Committee Meeting, 15th September 2021 A governor noted that JL was missing from the list of members of the Children's Committee under 6.1 of the previous meeting minutes. Upon amendment, the minutes of the Children's Committee meeting, dated 15 th September 2021, were submitted, and will be signed by the Chair as soon as C-19 pandemic restrictions permit. |
| 4. | Matters arising and actions There were no matters arising from the previous meeting, dated 15 th September 2021. Actions recorded from the previous meeting were discussed: (8.0) The Clerk has added the delegated policies to the Children's Committee calendar and Terms of Reference. Completed, closed (9.0) Governor link roles have been updated on the school website by the Clerk. Completed, closed |
| 5. | Teacher-led Presentation LO presented on the English curriculum. Language acquisition and reading were chosen by the Chair of the Committee as a focus. CF leads on |

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vocabulary; governors were advised it would be beneficial to invite her to present on this area at a future meeting.

In terms of the reading curriculum, LO has been developing it since last year, including developing a strong reading spine throughout the school. Resources are a current focus to ensure the reading curriculum is good for learners.

LO reports that the school is in a good position in terms of books. The ambition is to have a robust, broad range of literature available to all children throughout the school. It is LO's goal for each child, once they reach Year 6, to have accessed a good range of quality texts. LO explained the core reading that underpins writing and guided reading to teach the skills of reading – the latter being the focus. LO advised governors that children have access to a wider bank of books through the library and those which are read by teachers in class. These dynamics provide children with the breadth and balance of books accessible by children whilst they attend Waterbeach Community Primary School.

Challenge: A governor asked where the element of choice would come in for the children.

LO explained that the choice of reading in class was very curriculum specific; however, there is an element of flexibility for teachers to read which books they choose to their class. Children also have their own reading books that are matched to their ability and level of phonics. Once a child reaches KS2, children have more choice once they become more fluent readers. Accelerated Reader provides assessment of individual books to help each child be appropriately challenged for their reading ability. Library books are also each labelled according to their level of reading. LO advised governors of the new mini libraries that are available in the new build.

Challenge: A governor asked if children had the opportunity to listen individually to books (such as audio books).

LO confirmed that this was an area that she wishes to develop in the future. For now, children have access to video stimulus and audio testing in Accelerated Reader. JG confirmed that the school was working towards a facility for children to access audio books for the future but, for now, books were the priority.

LO discussed the observations of Year 6 children concerning the differences in stories between books and what is conveyed in film.

Challenge: A governor asked what was on LO's wish list.

LO is currently cautious purchasing multiple sets of books until she feels more confident that they meet their purpose. She has sought the advice of the local authority for additional guidance.

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| | <p>LO advised governors of a large selection of non-fiction books located within the library. The current provision has been audited against topic plans to highlight gaps. The Norfolk Children’s Bookshop has been contacted to source age-appropriate books to fill these gaps. Some books have been received and teachers are reviewing them. LO admitted that all the recommended books are fantastic and are likely to stay at school. A lot of books are being funded by the PTA.</p> <p>Challenge: A governor asked if the school’s books represented diversity. LO confirmed that the core spine of books was widely representative and fully inclusive. Teachers and parents often recommend books, and children also have a Wish List where they can request specific texts for the school to purchase.</p> <p>LO pointed out that it will be necessary for the school to add to their resources of phonics books to accommodate the larger Reception cohort.</p> <p>Governors were very impressed by the school focus on the enjoyment of reading and growth mindset that extends into skills for each child in later life.</p> <p>JG is exploring ideas that have worked well in other local schools – such as extreme reading!</p> <p>Another area for development is the teaching resource, with a lot of attention on internal monitoring as it gives leaders a good idea of the strengths and weaknesses across the school. The English Adviser from the local authority will lead a future staff meeting next term around the core skills and planning for reading. School is currently debating the pros and cons of smaller groups rather than whole class reading and individual plans for those finding reading a challenge.</p> <p>LO is setting up a lunchtime reading club in the library which will be led by SLT. The aim is to have curriculum captures for both reading and writing by the end of the academic year.</p> <p>The Chair gave his thanks to LO for presenting her area of the English Curriculum and responding to governor challenge.</p> <p>LO let the meeting at 7.05pm.</p> |
| 6 | <p>C-19 Update</p> <p>JG reports that numbers of positive cases were previously high in Reception but has now switched to Year 6. She advised governors that staff absence is so concerning, she is getting to the point of needing a support call with the local authority. To put it into perspective, of the 17 days the school has been back since half-term, the school has observed a total of 91 days of staff</p> |

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| | <p>absence. JG reported that there has not been one day since the half-term where no-one has called in sick. She elaborated by explaining that supply is now covering supply in some areas of the school; replacements are proving to be difficult to source. Standards are slipping as there is no staff consistency in classrooms. JG is mindful of protecting the Senior Leadership Team to keep the school open and operational. In this current situation, it is impossible to put interventions in place as there is no capacity to run them. JG reported the impressive work of one member of staff who is currently supporting two classrooms.</p> <p>Governors were advised that the school has communicated these issues on several occasions to parents. JG feels the message has been shared sufficiently.</p> <p>Challenge: A governor asked if the local authority had shared any advice on how to run catchups during this time. JG pointed out that Ofsted are still running their inspections, but the local authority is very aware of the staffing issues across the county. For the interim, staff are no longer permitted to attend training until the staffing crisis gets significantly more manageable.</p> <p>The Chair thanked JG for her concerning update.</p> |
| 7. | <p>Focus on Committee Priorities <u>Whole School Data Review</u></p> <p>A report showing whole school data was circulated for review by governors ahead of the meeting. The data was representative of the current situation; the data doesn't look inspiring but SLT have been focussing on Pupil Action Plans for each year group. Despite the data, staff are making the best use of resources to provide meaningful interventions and catch-up opportunities appropriate to gaps highlighted in the data throughout the school. Teachers are not too concerned by the data; they know where the gaps are. JG is positive that the children will be able to catchup.</p> <p>A governor acknowledged the timing of the assessment in consideration of the slippage over the summer holidays.</p> <p>The Chair of the Committee confirmed that this had been echoed in a recent monitoring visit. Teachers have a strong sense of ownership since the implementation of Action Plans. Staff are aware of each child in their class and their individual strategies for progress.</p> <p>Challenge: A governor asked how the SEN cohort were doing in relation to closing the gap. JG confirmed that the gap is not currently closing but all are making an element of progress.</p> |

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| | <p>Year 6 PP children have not made the good progress as evident in other year groups throughout the school. The SENDCo is unpicking the data.</p> <p>The SEND/PPF Link determined a more positive impression from the data. Progress is there but it is not accelerated because of the lack of opportunity for catchup and intervention. She explained that there are significant factors that impact on progression for these children that are beyond the school's control. All avenues are being explored and considered by the SENDCo. Governors were told to expect a full report at the next FGB meeting.</p> <p>Challenge: A governor asked what happened as an outcome of the Year 1 reading assessment.</p> <p>JG explained that all three classes completed a reading assessment, with one class not having done the test before. Support was also not given to one group which skewed the results. JG cited that this was an impact of supply covering staff absence and was down to a lack of communication. JG reassured governors by expressing that tests were not a permanent judgement but, highlighted the need to support children in taking tests going forward.</p> |
| 8. | <p>PPF Update (SI)</p> <p>JG informed governors that she is taking over as PPF Lead. The UK Government has issued a new template that need to be published by 31st December 2021. JG will share the template, once finalised, with LWD.</p> <p>Members of the committee confirmed that SEND and PPF was led by LWD and shadowed by RP.</p> |
| 9. | <p>Other Link Governor Reports</p> <p>The planned date of the Maths visit has been moved to the new year.</p> <p>The Subject Leads for PE and wellbeing are changing at the end of term. Link Visits for these areas will be arranged for the Spring term.</p> <p>MB has managed to attend an Assessment Visit. A report will be circulated for the next meeting. During the meeting, MB and LO went through the process of assessment. Teachers are now shouldering the responsibility of the actions that need putting in place.</p> <p>JL confirmed that the monitoring of the school's Single Central Record (SCR) was undertaken this term. A report will be provided at the next FGB meeting.</p> |
| 10. | <p>Policy Review (SI)</p> <p>10.1 <u>EYFS Policy</u></p> |

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| | <p>A copy of the proposed EYFS Policy and a model were shared with governors ahead of the meeting. The EYFS Lead had adapted a model policy to fit the new EYFS Framework that started from September 2021.</p> <p>Governors felt it was very personal to the school and reflects the school's uniqueness in terms of its EYFS team and their pedagogy. JG confirmed that the school has used Excel Education to support the rollout of the new curriculum. All staff have contributed to what foundation to learning the school requires from its foundation stage.</p> <p>Action: Governors agreed to approve the EYFS Policy by email, ahead of confirmation of ratification at the next meeting.</p> <p>There were no further policies for review.</p> |
| 11. | <p>Safeguarding JG advised of an anonymous incident that may step up to a Section 47 soon.</p> |
| 12. | <p>Any Other Business There were no strategic items of any other business raised at the meeting.</p> <p>There being no further business, the meeting closed at 7.50pm.</p> |
| | <p>Date and time of next meeting The next Children's Committee meeting will be on 19th January 2022 at 6.30pm. This is likely to be a virtual meeting, to be confirmed nearer the time.</p> |

Actions from the meeting, 24th NOVEMBER 2021

| | Action | Owner | Deadline |
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| 10.1 | Governors agreed to approve the EYFS Policy by email, ahead of confirmation of ratification at the next meeting. | GOVS | ASAP |
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