



WATERBEACH COMMUNITY PRIMARY SCHOOL

MEETING OF THE CHILDREN'S COMMITTEE

Wednesday 20th September 2022 at 6.30pm
held at the school

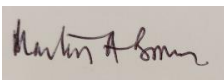
MINUTES

Governors present: Martin Brown (MB – CHAIR); Jane Green (JG, Head); Anne Morten (AM); Kasia Piwnicka (KP); Lisa Wakley-Davies (LWD)

Also Present:

Helen Andrews (HA, Clerk)

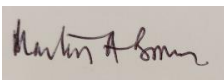
Agenda Item	
1.	Welcome & Apologies MB welcomed all to the meeting. Apologies were received and accepted from PC and JL. The meeting was quorate.
2.	Declaration of Interests in Items on the Agenda: No declaration of interests in items on the agenda were declared.
3.	Minutes of Previous Children's Committee Meeting, 6th July 2022 The minutes of the Children's Committee meeting, dated 6 th July 2022, were submitted, and will be signed by the Chair. Action: MB to send the Clerk a copy of his signature.
4.	Matters arising and actions There were no matters arising from the previous meeting, dated 6 th July 2022. There were no actions from the previous meeting.
5.	Approve Children's Committee Terms of Reference 2022-2023 A copy of the drafted Terms of Reference was circulated ahead of the meeting. A governor noted RAISE Online was quoted on the Terms and questioned if this was still applicable.

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	<p>Perspective Lite is endorsed by the local authority and used by the school. JG is not sure whether RAISE Online will be used going forward but recommended that it remain quoted in the document.</p> <p>Governors agreed to retain the RAISE Online reference.</p> <p>Ratification: Governors approved the recommendation of the Children's Committee Terms of Reference 2022-2023 for ratification at the next FGB meeting.</p>
6.	<p>Review SDP Priorities 2022-2023 and Action Plan</p> <p>JG and MB met last Friday to review the SDP priorities. The document circulated to governors ahead of the meeting is the initial draft and may be updated.</p> <p>The CC Priorities document was shared. Governors discussed the SDP elements of the CC priorities. CC priority areas have been based on the objectives of the School Development Plan for the academic year.</p> <p>Reading & Vocabulary was an area of focus last year that continues into the new academic year to ensure the concepts are embedded throughout the school.</p> <p>Governors discussed the Maths Calculation Policy, explaining the variety of mathematical concepts involved. Leaders are trying to make calculations a consistent progress throughout the school. The Calculation Policy will layout the progression in all four operations. A medium-term plan in place, the formation of a Calculation Policy will be the next step.</p> <p>The Chair encouraged governors to come into school and perform some deeper monitoring visits in consideration of the lack of visits during the pandemic.</p> <p>SLT are working together to monitor maths consistently internally. There are minor areas of discrepancy that will be picked up in a supportive way. A governor asked if they were able to participate in these internal monitoring sessions to save time. JG recommended that governors attend next term's sessions once new concepts have become embedded.</p> <p>A governor noted that class teachers are very good at teaching their own cohorts, they understand their children and individual needs. JG explained the variety of characters amongst the teaching staff at Waterbeach. The Waterbeach Way will be a document that outlines the consistency of teaching across the school. It will contain a list of strategies that teachers will be</p>

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expected to utilise at every opportunity. It will provide teachers will core guidance of the expectations of how they need to teach.

Challenge: A governor asked, what is the Waterbeach Way, if parents ask us?

It will be shared with governors at the next meeting.

Action: Clerk to add presentation of the Waterbeach Way to the agenda of the next meeting.

Challenge: A governor asked, what is wrong with phonics scheme currently being used.

There are 3 elements that need improvement – Covid must be taken in to account (in consideration of last year’s assessment data), the scheme used by the school is currently not validated by the DfE. Work is underway to compare the current scheme against validated ones. The teaching of phonics is also being monitored, and new schemes reviewed to see if they offer a more consistent method of teaching. A team of teachers are leading the focus on phonics. Year 2 are working really hard on the opportunity to revisit phonics to bring that cohort up to speed.

Challenge: A governor asked, if you thought something was missing, can it be backfilled to close the gap.

The children like Phonics Fairy and aspects to promote the enjoyment of reading. Through initial investigation, there are a couple of schemes that offer more structure. The initial expense incurred by adopting new schemes was discussed. School has already invested in a lot of books already; it will not be possible to bring in new books at this stage.

Challenge: A governor asked, what is “chunking” in learning.

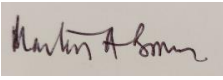
When you do long multiplication, the children work out the answer in stages (or chunks), they then add up all the chunks to get the answer.

Challenge: A governor asked, have you just rolled out the Waterbeach Way this academic year.

No, it has been an ongoing project. It is based on Rosenshine’s Principles and other concepts of teaching.

Challenge: A governor asked, if you recruit an ECT, what formal induction process and time to they get.

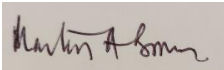
LO has an induction document checklist and she works through these with the new member of staff. The Waterbeach Way is the core code on how we do things at this school and is an overarching area of the induction process. The ECT will have lots of opportunities to speak with LO and other teachers for support.

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	<p>School is working towards the Primary Science Award this academic year. Monitoring of the progress towards accreditation will be conducted by governors.</p> <p>A governor felt that it would be useful to include governor monitoring within the GB Annual Schedule of Work. The Clerk explained, once a Monitoring Schedule has been determined for the year, it is the intention to drop in termly Governor Monitoring to the document.</p> <p>JG has highlighted areas in blue on the SDP relating to governor monitoring. Allocation of link roles were discussed around how to best allocate monitoring areas to governors.</p> <p>Action: MB to set up a Monitoring Schedule document with JH for governors to collaborate on before the next FGB meeting.</p> <p>Ratification: Governors unanimously approved the SDP Priorities for 2022-2023.</p> <p>Governors acknowledged that they have read the What's Special About our School? document that was circulated for consideration ahead of the meeting.</p>
7.	<p>Discuss Committee's Priorities for 2022-2023 Ratification: Governors unanimously approved the Committee's Priorities for 2022-2023.</p> <p>Review Committee's Calendar 2022-2023 A discussion took place on policy management. The Clerk will work with the Headteacher to refine the policy review cycle over the next few weeks.</p> <p>MB gave an overview of the termly arrangements calendar.</p> <p>The meeting on 18th January 2023 will include a data review and phonics presentation.</p> <p>Ratification: Governors unanimously approved the Children's Committee Calendar 2022-2023.</p>
8.	<p>PPF Update (SI) Nothing to report.</p>
9.	<p>Policy Review (SI) There are no policies for the committee to review this term.</p>

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10.	<p>Safeguarding</p> <p>Visits with the Safeguarding Link are planned for 30th Sept (SCR), and 7th Oct to include preparations for the local authority Safeguarding Audit on 11th October 2022. This audit will include attendance by the Safeguarding Link.</p> <p>JG, LO and LB are in the middle of a safer recruitment training course. All staff are receiving updated Child Protection training. Annual Governor Safeguarding training is scheduled for 27th Sept 2022 in the evening.</p>
11.	<p>Any Other Business</p> <p>There were no strategic items of any other business raised at the meeting.</p> <p>There being no further business, the meeting closed at 8.10pm.</p>
12.	<p>Date and time of next meeting</p> <p>The next Children’s Committee meeting will be 15th November 2022.</p>

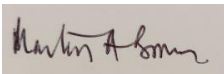
Actions from the meeting, 20th September 2022

	Action	Owner	Deadline
3.0	MB to send the Clerk a copy of his signature.	MB	ASAP
6.0	Clerk to add presentation on the Waterbeach Way to the agenda of the next meeting.	MB	Next meeting
	MB to set up a Monitoring Schedule document with JH for governors to collaborate on before the next FGB meeting.	MB	Next FGB meeting

Governor Meeting Dates 2022-2023

Date	Meeting		Topic
Autumn			
20th Sept'22	Children's	Autumn 1	Tues eve
5th Oct 22	Resources	Autumn 1	
19th Oct 22	FGB	Autumn 1	Data Review (incl SEF)
9th Nov 22	Resources	Autumn 2	
15th Nov 22	Children's	Autumn 2	Tues eve due to Clerk's availability
14th Dec 22	FGB	Autumn 2	
Spring			
11th Jan 23	Resources	Spring 1	
18th Jan 23	Children's	Spring 1	
1st Feb 23	FGB	Spring 1	SDP Focus
15th March 23	Resources	Spring 2	
29th March 23	Children's	Spring 2	
Summer			
24th April 23	Resources	Summer 1	Budget Agreement - THIS IS A MONDAY EVENING
3rd May 23	FGB	Budget	Budget - 4pm as Clerk needs to stack budget meetings this week
17th May 23	Children's	Summer 1	
7th June 23	FGB	Summer 1	
28th June 23	Resources	Summer 2	
4th July 23	Children's	Summer 2	THIS IS A TUESDAY
11th July 23	FGB	Summer 2	Business - THIS IS A TUESDAY

Governor Training & Development

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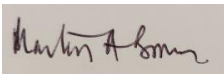
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To view the Joint Annual Governance Training Program and book courses online is now booked via GovernorHub. For the short term, please contact the Clerk if you have any courses that you wish to attend.

Governors for Schools - [click here](#)

NGA Learning Link – [click here](#)

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