



**MINUTES OF THE MEETING OF THE TEACHING AND LEARNING COMMITTEE  
OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON  
WEDNESDAY 12 JUNE 2024 at 6.45pm**

**Members:**

Name	Initials	Role / category of governor	Term of Office End	Attendance / Apologies
Althea Marshall	AM	Foundation/ Chair of Committee	01/05/2021 – 31/08/2024	Present
Sandra Brierley	SB	Headteacher	Ex officio	Present
Royer Vidal	RV	Foundation/ Chair of Governors	01/09/2023 – 31/08/2027	Present
Nick Blackham	NB	Staff	10/10/2023 - 09/10/2027	Present
Christina Boey	CB	Foundation/ Vice Chair of Committee	01/06/2021 – 31/08/2024	Apologies
Natasha Vock-Betton	NV	Foundation/ Co-opted	27/09/2023 - 26/09/2027	Present

**Clerk:** Jane Ware

**Also present:** Chandrika Sashidharan (CS), School Business Manager

**ACTION LOG**

Item	Action / Update	Who	When	Status
20/03/24, 9.2	SB to arrange for governors to meet with subject leaders. <i>Update: Reports will be sent to link governors to feed back at the Full Governing Body meeting.</i>	SB	Summer term	Pending
20/03/24, 11.1	Pre-meet before the meeting to agree to the next meeting's agenda. <i>Updated 12/06/24 for autumn term.</i>	SB	Autumn term	Ongoing

The meeting started at 18:45.

## Part 1: Non-confidential

<b>1.0</b>	<b>Welcome &amp; Opening Prayer</b>
1.1	All governors were welcomed to the meeting.
1.2	The meeting was opened with a prayer.
1.3	There were no apologies received.
<b>2.0</b>	<b>Agreement to virtual meeting</b> in line with GDPR regulations and School policy
2.1	Governors agreed for the meeting to be held virtually.
<b>3.0</b>	<b>Committee Organisation</b>
3.1	<u>Governors to declare any declaration of interest, pecuniary or otherwise</u>
3.1.1	No declarations of interest were raised.
3.1.2	SB advised governors to share declarations with the Clerk and update their profile on Governorhub with outstanding information.
<b>4.0</b>	<b>Minutes of the Last Meeting</b>
4.1	<u>Minutes of the Previous Meeting held on 20 March 2024</u>
4.1.1	Governors considered the minutes within the agenda pack and <b>APPROVED</b> the minutes of the meeting held on 20 March as a correct record.
4.2	<u>Matters Arising</u>
4.2.1	There were no matters arising.
4.3	<u>Actions Log</u>
4.3.1	The actions log was updated (see page 1).
<b>5.0</b>	<b>Review agenda and agreement of confidential items</b>
5.1	There were no confidential items for discussion.
<b>6.0</b>	<b>Urgent action</b> taken since the last meeting – Chair to report
6.1	There was no urgent action undertaken since the last meeting.
<b>7.0</b>	<b>Priorities - SB</b>
7.1	<u>Subject Leadership Update</u> <ul style="list-style-type: none"> <li>Construction of the curriculum has been a focus for subject leaders in terms of end points of learning for specific year groups, early years, and years 2 and 6.</li> <li>Art and history have been a focus with external history experts supporting, and the plan is to do this with geography and science.</li> <li>Overall the curriculum is in a good position with subject leadership, and the next focus will be on the impact and how much the children can remember.</li> <li>Senior leaders have worked with NB to ensure that the subjects compliment each other and support the overall learning experience of the children.</li> <li>The reading books are linked into history topics, e.g. egyptians and anglo saxons, and likewise with writing, and next year there will be links between reading books and geography and science.</li> </ul>
7.2	<u>KS2 SATs update – Monitoring Visit – 13th May 2024 and Y6 Writing Moderation – 11th June 2024</u> <ul style="list-style-type: none"> <li>The school received a monitoring visit on the first day of the KS2 SATs held in May.</li> <li>The notes are in governorhub.</li> <li>The visit went really well, the only advice was to invite a governor or parent to oversee the administration of SATs.</li> <li>One child was unwell during the first SAT paper, because they had started the paper it had to be sent for marking. They had contracted encephalitis and were in hospital for two weeks. He was expected to get the expected standard and unfortunately he will get a zero result which will affect the school's outcomes slightly. Even so, the picture will be stronger than the national average but slightly lower than predicted in autumn term.</li> <li>Attainment for the rest of the school is strong, and attainment in reading in all year groups is above national standard.</li> <li>There is a slightly mixed picture in writing, however every class has made really good progress, a new writing scheme was started two years ago which has been really successful.</li> <li>Maths is strong across the school.</li> </ul>

	<ul style="list-style-type: none"> <li>• Overall the children are performing really well.</li> <li>• The only subject that is teacher assessed is writing, and once the results have been shared with the local authority, they will choose five children that they want to see a spread of writing from.</li> <li>• There were two moderators who moderated 29 children in the class that they went to, and comments in their feedback was that they felt that they saw great opportunities for writing, very strong vocabulary, development of the authors' voice and structure, and opportunities to develop independent voice.</li> <li>• There has been an increase in children working at greater depth which is really positive.</li> <li>• There is a trend in the data for higher greater depth over the coming years.</li> <li>• The final results are out on 7 July 2024.</li> </ul>
7.3	<p>QUESTION: Is it the same as GCSEs and A Levels where sickness can be taken into account in a result?</p> <p>ANSWER: He missed the reading and maths, but will probably get the writing result.</p>
7.1.4	<p>QUESTION: Regarding the SATs, should a governor or a parent attend while the SATs are actually taking place?</p> <p>ANSWER: Yes. The monitoring officers were likely there to ensure that there was no maladministration. In some tests you can support them to access questions, and there was checking to ensure that the recommendations that come with the SATs and the rules for their access and storage to maintain the integrity of the tests.</p>
<b>8.0</b>	<b>School Improvement Partner (SIP) Visit Feedback Report 10th June 2024</b>
8.1	<p>Highlights were:</p> <ul style="list-style-type: none"> <li>• This was the third and final SIP visit for the year.</li> <li>• The report has not yet been received as the SIP came on Monday.</li> <li>• History was discussed, in terms of the children to understand concepts such as using sources, similarities and differences between historical periods, historical vocabulary and for each lesson a child has to answer a question throughout the lesson.</li> <li>• Children from years 3 and 4 were asked questions about what they remembered from their topics.</li> <li>• The SIP was pleased with the progress.</li> <li>• Assessment has been discussed with another school.</li> <li>• The children have really enjoyed their topics this term.</li> <li>• Year 3 has done the Egyptians and Romans.</li> <li>• Year 4 has done the Anglo Saxons.</li> <li>• Adapted teaching was a focus, in order to support all learners as the school has high numbers of children with SEND and undiagnosed needs, some of whose parents will not engage with health care professionals around diagnosis, so these children do not have funding.</li> <li>• The SIP did a book look and reported consistently seeing lots of opportunities to write and children the lowest ability were accessing the curriculum really well.</li> <li>• The only area of focus suggested was around consistent handwriting.</li> <li>• The SIP report will be shared with governors upon arrival.</li> <li>• Staff throughout the school have worked really hard this year and secured really good outcomes for children.</li> <li>• A £10k grant for books was received from United Way and the library has been finished and will open to children next week.</li> </ul>
8.2	<p>QUESTION: Are the five principles a guideline for how far SEND children can go without a diagnosis and funding?</p> <p>ANSWER: We are having those conversations with parents but it is really difficult if a parent does not want to follow up on this. The issue is when additional support cannot be funded, and this is when parents will sometimes change. It is about building trust and having conversations over months and sometimes years, particularly when they understand the challenges of transitioning to secondary school without the right support in place. The Education Endowment Fund produces research based toolkits for teaching areas.</p>
8.3	<p>QUESTION: Do the children have to write in joined up handwriting?</p> <p>ANSWER: Being legible is the most important element. A new handwriting scheme has started in reception which will be rolled out in years 1 and 2, and it is about how to sit and stop writing fatigue, so that children can build up strength and write for long periods. The children will learn letters with flicks on them so when they are learning to join they will be well set up for this.</p>
<b>9.0</b>	<b>Decide whether any of the above should be confidential and if there are any new confidential items</b>
9.1	None of the items above needed to be recorded as confidential and no new confidential items were raised.

<b>10.0</b>	<b>Next Meeting's Agenda</b>
<b>10.1</b>	<b><i>Action: Pre-meet before the meeting to agree the next meeting's agenda.</i></b>
<b>11.0</b>	<b>Dates of Meetings 2023/24</b>
11.1	The next Teaching and Learning Committee meeting will be in the next academic year, date to be confirmed.
11.2	Committee meetings will continue to be online and Full Governing Body meetings will remain in person.
11.3	The next Full Governing Body meeting will be held on 3 July 2024.

The meeting ended at 7.30pm

Signed by **Royer Vidal**, Acting Chair of Resources Committee

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Date